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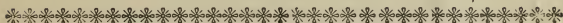






**AMALGAMATED**  
**SOCIETY OF ENGINEERS**

*(Established January 1st, 1851.)*



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AS REVISED AT THE

**TWELFTH DELEGATE MEETING**

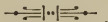
HELD AT

**LONDON, 1907.**

*In force on and from January 1st, 1908.*



**"ALL MEN ARE BRETHREN."**



**PRICE TO NEW MEMBERS, 4d. ; FREE MEMBERS, 2d.**

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**CO-OPERATIVE PRINTING SOCIETY LIMITED, TUDOR STREET, NEW BRIDGE STREET, E.C. ; AND AT MANCHESTER AND NEWCASTLE.**

**1907.**



# CONTENTS.

RULE	PAGE
Index .....	v.
Preface .....	xxv.
Table showing relative value of money in England, United States of America, and Canada .....	xxx.
i. Name, Object, and Constitution .....	1
ii. Elections and Voting .....	3
iii. Branch and Summoned Meetings .....	7
iv. Branch Committee .....	13
v. Branch Officers: Payment and Penalties ..	16
vi. Branch Officers: President, Vice-President, and Assistant Secretary .....	20
vii. Branch Secretary .....	22
viii. Branch Referee and his Duties .....	29
ix. Check Book Keeper, Money Steward, Door- keeper, and Sick Steward .....	30
x. Auditors .....	33
xi. Branch Treasurer and Trustees .....	37
xii. Vacant Books .....	39
xiii. District Committee .....	44
xiv. Executive Council .....	53
xv. General and Assistant Secretaries .....	75
xvi. Organising District Delegates .....	82
xvii. American, Canadian, South African, and Australasian Councils .....	95
xviii. Delegate Meeting and Final Appeal Court..	100
xix. Payments for Special Duties and Delegations	106
xx. Admission of Full Members .....	108

	PAGE
xxi. Admission of Machinemen not otherwise Provided for .....	119
xxii. Admission of Apprentices .....	123
xxiii. Admission of Trade Members .....	126
xxiv. Admission of Trade Protection Members ..	130
xxv. Contributions and Arrears .....	133
xxvi. Donation Benefit .....	138
xxvii. Contingent Benefit .....	148
xxvii. Sick Benefit .....	151
xxix. Members Sent For in Cases of Emergency...	159
xxx. Accident Benefit .....	161
xxxi. Superannuation .....	166
xxxii. Funeral Benefit .....	170
xxxiii. Investment of Funds and Trustees' Duties	172
xxxiv. Equalisation .....	175
xxxv. Members Going Abroad .....	176
xxxvi. Members' Clearances .....	178
xxxvii. Appeals .....	179
xxxviii. New Branches .....	182
xxxix. Piecework .....	182
xl. Conduct, Offences, Penalties .....	184
xli. Dissolution .....	189
xlii. Regulations for Conducting Branch Meetings	189

# SUBJECTS INDEX.



ADMISSION OF MEMBERS—	PAGE
Branches of Trade admitted .....	1
Branch Secretary's Duties respecting.....	23, 25
District Committees and .....	49
Executive Council and .....	61
Mode of Proposition .....	108
Who can Propose.....	109
Payment of Entrance Fee.....	109
When Admitted .....	109
Certificates .....	110
Qualifications .....	110
Re-instatement of Excluded Members .....	110
Information Required.....	113
Attendance of Candidate .....	113
Sea-going Engineers .....	114
Disqualifications .....	114
Provision for Unfit .....	115
Re-entry of those Excluded .....	116
When District Committee to be Consulted.....	117
ADMISSION OF MACHINISTS—	
How Proposed .....	120
Qualifications .....	121
ADMISSION OF APPRENTICES—	
Qualifications .....	123
Mode of Proposition .....	123
Transfer to Full Membership .....	125
ADMISSION OF TRADE MEMBERS—	
Mode of Proposition .....	126
Qualifications .....	127
Transfer to Full Membership .....	129
ADMISSION OF TRADE PROTECTION MEMBERS—	
Qualifications .....	130
Mode of Proposition .....	130

	PAGE
ADMISSION OF—	
Artificers, Army and Navy, Conditions of .....	118
New Zealand Men .....	132
Those not otherwise provided for.....	119
APPEAL COURTS—	
First Court: Branch Committee .....	14, 179
Second Court: Branch .....	179
Third Court: Executive .....	58, 179
Final Appeal Committee .....	179
ARREARS OF FULL MEMBERS—	
Barring from Office.....	7
Disentitling to Benefits .....	133
Involving Exclusion .....	134, 138
When Arrears Count .....	134
When Levies Become Arrears .....	136
When Involving Refundment .....	137
When Notice Becomes Obligatory .....	137
When Fined for .....	138
ARREARS OF MACHINISTS—	
When Disentitling to Benefit .....	122
When Involving Exclusion .....	123
ARREARS OF APPRENTICES—	
When Disentitling to Benefit .....	124
When Excluding .....	124
ARREARS OF TRADE MEMBERS—	
When Disentitling to Benefit .....	128
When Excluding .....	129
ARREARS OF TRADE PROTECTION MEMBERS—	
When Disentitling to Benefit .....	131
When Excluding .....	132
AUDITORS—	
Branch Auditors, Election of .....	33
Qualifications and Duties of .....	34, 35



	PAGE
AUDITORS ( <i>con.</i> )—	
Payments and Penalties .....	36
Special Auditors .....	62
Payment of .....	106
General Office Auditor .....	80
How Appointed .....	81
AMERICAN, SOUTH AFRICAN, AND AUSTRALASIAN COUNCILS—	
Powers of, and Constitution and Qualification of Members .....	95 to 100
BRANCHES—	
Number Composing .....	3
Limits and Formation of .....	3
Powers of, generally .....	3
Branch Powers <i>re</i> voting .....	4
Meetings, and Summoned .....	7
Discussions in .....	7
Intoxicants barred at .....	8
Time of Meeting .....	8
Powers <i>re</i> Voting .....	8
„ Levies .....	9
Box, Books, and Keys .....	10
Security of Branch Property .....	11
Powers of Branches Abroad .....	11
Branch Powers <i>re</i> Strangers .....	12
„ „ Roll Call .....	12
New Branches .....	182
BRANCH COMMITTEE—	
Constitution of .....	13
Decisions and Powers of .....	15
Summoning of Witnesses .....	15
Special Quarterly Meetings .....	15
President of .....	16
BRANCH OFFICERS—	
Number of .....	17
Penalties for Neglect .....	18
Penalties for Damage .....	19
Payment of .....	19
Election of .....	20, 22, 30, 33, 37, 39

## BENEFITS, AMOUNT, AND DURATION—

*Donation Benefit—*

Full Members of Ten Years' Standing.—10s. weekly for 14 weeks; 7s. for 30 weeks; and 6s. per week as long as out of employment. Five years and under ten years, 10s. per week for 14 weeks; 7s. for 30 weeks; and 6s. per week for 34 weeks; the benefit then to terminate. Under five years' membership, 10s. for 14 weeks; 7s. for 14 weeks; and 6s. per week for 24 weeks; the benefit then to terminate . . . .	139
Machinist Section Members.—10s. per week for ten weeks; 5s. per week for twelve weeks; and 2s. 6d. per week for 14 weeks . . . . .	121
Trade Members.—10s. for 14 weeks; 7s. for 14 weeks; and 5s. for 24 weeks . . . . .	127
Trade Protection Members.—10s. for 14 weeks; 7s. for 14 weeks; and 5s. for 24 weeks . . . . .	131

*Contingent Benefit—*

5s. weekly for 52 weeks; apprentices, 2s. 6d. weekly for 52 weeks . . . . .	148
---	-----

(This is a special fund subject to the vote of the members.)

*Sick Members—*

Full Members of Ten Years' Standing.—10s. weekly for 26 weeks; 5s. per week for remainder of sickness. Five years and under ten years, 10s. for 26 weeks; 5s. for 78 weeks; the benefit then to terminate. Under five years' membership, 10s. per week for 20 weeks; 5s. for 32 weeks; then to terminate . . . . .	151
Apprentices Section.—5s. per week for 26 weeks, and 2s. 6d. per week for 52 weeks . . . . .	124
Machinist Section.—Members of ten years' standing, 10s. per week for ten weeks; 5s. per week for 16 weeks; and 2s. 6d. per week as long as ill . . . . .	121

*Sick Benefit (con.)—*

Machinist Section.—Members of less than ten years' standing, 10s. per week for ten weeks ; 5s. per week for 16 weeks ; and 2s. 6d. per week for 26 weeks, when the benefit shall cease.....	121
---	-----

*Superannuation Benefit—*

Full members.—If 25 years a member, and 55 years of age, 7s. per week ; 30 years a member, and 55 years of age, 8s. per week ; 35 years a member, and 55 years of age, 9s. per week ; 40 years a member, 10s. per week.....	167
---	-----

Machinist Section Members.—If 25 years a member, and 55 years of age, 5s. per week ; 30 years a member, and 55 years of age, 6s. per week ; 35 years a member, and 55 years of age, 7s. per week ; 40 years a member, 8s. per week.....	121
---	-----

*Accident Benefit—*

If a free full member is permanently disabled he is entitled to £100 .....	162
--	-----

Machinist Section Member is entitled, under the same conditions, to £50 .....	122
---	-----

Army and Navy Artificers are entitled, for fixed contribution of 1s., to qualify for full Superannuation and Accident Benefit .....	118
---	-----

Members leaving the trade.....	119
--------------------------------	-----

*Loss of Tools by Fire or Water—*

Full members, not exceeding £10 .....	165, 166
Apprentices, not exceeding £5 .....	125

*Funeral Benefit—*

Full members, £12 .....	170
Machinist Section members, £8 .....	122
Apprentices, £5 .....	125
Trade members, £5 .....	125
Trade protection members, entering under 55 years, £5.....	128
Trade protection members, entering over 55 years, £2 10s.....	131

*Benevolent Grants—*

As may be decided.....11, 26, 60, 97, 178

CLEARANCES ..... 178

## CONTRIBUTIONS—

Full Members' Payments .....	133
Increase of Full Members' Payments.....	133
Moneys Owng or Paid in Advance.....	133
Non-Free Members' Contributions .....	133
Exemption from Payment .....	134, 135
Machinist Section Payments .....	120
Apprentice Section Payments .....	124
Trade Section Payments .....	127
Trade Protection Section Payments .....	130

## DELEGATE MEETING—

When to be Held .....	100
Qualifications of Delegates .....	101
Proposals for Alteration of Rules.....	102
Powers of Delegate Meeting .....	103
Special Delegate meeting .....	103
Delegates' Wages and Expenses .....	106
Messengers „ „ .....	107
Delegates Losing their Situations in Consequence of Attending Same .....	107

## DISTRICT COMMITTEE—

Constitution of.....	44
Powers of .....	45
Officers of .....	46, 47
Powers <i>re</i> Shop Steward .....	48
„ Aggregate Meetings .....	49
„ Disputes .....	47, 49
Qualification of Committeemen .....	50
Payment „ „ .....	51
Secretary's Duties .....	51
Single Branch Localities .....	52
Referee .....	52
Committee Investigations .....	52

DISSOLUTION OF SOCIETY ..... 189

	PAGE
ELECTIONS AND VOTING—	
Nomination of Officers .....	3, 4
Election of Officers .....	4
Intimation of Candidature .....	5
Issue of Printed Matter .....	5
Validity of Votes .....	5
<i>Pro tem.</i> Occupation of Office .....	5
Manner of Voting .....	6, 7
Penalties for Intimidation.....	7
Disqualification .....	7, 105
Councilmen .....	55
General and Assistant Secretaries .....	75
Organisers .....	82
EXECUTIVE COUNCIL— <i>Re</i>	
Location and Number .....	53
Nomination of Chairman .....	53
Chairman's Duties .....	54
Hours of Council .....	54
Removal Expenses .....	55
Sick Allowance.....	55
Qualification.....	55
Powers <i>re</i> Printing.....	56
Acquiring Property and Building .....	56
Co-operative Undertakings .....	57
Referee to Office .....	57
Powers <i>re</i> Appeals .....	58
Interpretation of Silent Rules .....	58
Levies.....	59, 60
Grants from Funds.....	60
Record of Benevolent Grants .....	60
New Branches .....	60, 61
Propaganda .....	61
Admission of Groups .....	61
Special Audits .....	62
Legal Proceedings .....	62
Trustees and Investments.....	62
Municipal Contracts .....	63
Office Works.....	63
Parliamentary Representation .....	63, 64
Federation .....	64
Delegations .....	65

	PAGE
EXECUTIVE COUNCIL— <i>Re (con.)</i> —	
Vote of Society on Dispute between E.C. and District .....	65
Alteration of Rule .....	66
Accident Benefit .....	161
Law Proceedings .....	165
Superannuation Benefit.....	166
Investment of Superannuation Reserve Fund ....	169
Central Account .....	174
Equalisation of Moneys.....	175
New Branches .....	182
Penalties on Members asking for Piecework.....	183
EQUALISATION OF FUNDS—	
Council's Powers .....	175
Method of Remitting .....	176
Australasian Inter-remittance .....	176
FINAL APPEAL COURT—	
First Meeting, 1909.....	104
Subsequent Meetings .....	104
Election of Chairman .....	105
Disqualifications of Candidates .....	105
Duties of .....	105
Report of Proceedings .....	105
FINES AND PENALTIES—	
Intimidation <i>re</i> Voting, 2s. 6d. ....	7
Quarterly Meeting (non-attendance of Officers) 6d. ....	10
Members changing Residence, and not informing Secretary of such, 1s. ....	12
Summoned Meeting (non-attendance), 3d. ....	13
False Apology for non-attendance, 2s. 6d.....	13
Committeemen, for non-attendance, 6d. ....	16
Witness of Committee Meeting, non-attendance, 6d. ....	16
Branch Officers neglecting their Duties, 6d. and 1s. ....	18
Members refusing to accept nomination for Branch Officers, 6d. ....	18
Members refusing to take Office after Election, 1s. ....	19
Branch Secretaries neglecting any of their Duties, 5s. ....	27

FINES AND PENALTIES (*con.*)—

Branch Secretaries wilfully sending in a fraudulent or inaccurate Report, £3, or Exclusion .....	27
Imposing on the Society <i>re</i> Expenses, 5s. ....	28
Referee (Branch) neglecting his Duties, 2s. 6d. ..	30
Sick Stewards neglecting any Duties, 6d. and 1s. 32,	33
Auditors, for absence or neglect, 2s. 6d. and 1s. ..	36
Member neglecting to sign Vacant Book, 1 day's donation .....	40
Member signing, failing to attend once a month at Branch Meeting, 1s. ....	41
Member failing to inform Secretary of a Vacancy, 2s. 6d.....	49
Member failing to inform Secretary upon changing Employment, 1s. ....	41
Enforceable by District Committee, £3 .....	45
"    "    "    "    Suspension..	45
"    "    "    "    Expulsion....	45
Members failing to attend District Committee, 1s.	47
District Committeeman failing to Report, 1s. ....	50
District Committeeman divulging business irregularly, 5s.....	50
Witnesses failing to attend Committee, 5s. ....	51
Secretary of Committee neglecting duties, 1s. ....	52
Councilmen neglecting duties, 5s. ....	55
"    "    "    (2nd offence), 10s.....	55
"    "    "    (3rd " ), reported	55
Gen. Sec. failing to forward Monthly Report, 10s.	79
"    "    "    Quarterly " 15s.	79
"    "    "    Yearly " 20s.	79
"    "    "    Pence Cards, 20s. ..	79
Organising delegate neglecting duty, 20s. ....	83
"    "    "    "    40s. ....	83
"    "    "    "    deposition ..	83
American and Australasian Councilmen neglecting their duties, 2s. 6d.....	99
American and Australasian Councilmen neglecting their Duties (2nd offence), 5s. ....	99
American and Australasian Councilmen neglecting their Duties (3rd offence) deposition .....	99
Influencing candidates for Final Appeal Court....	105
Candidates promising support or opposition.....	105

	PAGE
FINES AND PENALTIES ( <i>con.</i> )—	
Proposer of Candidate failing to attend, 1s. ....	113
Proposing unsuitable persons, 20s. ....	113
Members failing to notify Marriage, 2s. 6d. ....	116
President or Secretary (Branch) failing to inquire re Candidate, 2s. 6d. ....	117
Persons knowingly entering irregularly, exclusion	118
Machine Section Members being in arrears in June or December, 8d. ....	122
Machine Section Members, arrears limit, exclusion	123
Trade Members in arrears, Forfeiture of Benefit..	127
Trade Members being in arrears in June or Decem- ber, 1s. ....	129
Trade Members, arrears limit, exclusion .....	129
Trade Protection Members being in arrears in June or December, 6d. ....	132
Trade Protection Members, arrears limit, exclusion	132
Full Members being in Arrears in June or Decem- ber, 1s. ....	138
Full Members' Arrears Limit, exclusion .....	138
Claiming Donation Improperly, 5s. ....	140
Refusing Work, at discretion of Branch Com- mittee. ....	143, 144
Giving Preference to Non-Member, Suspension of Benefit for six months .....	144
Giving Job for Non-Member without consent of Secretary and President, 20s. ....	144
Failing to deliver up Travelling Card, 6d. per day .	146
Not trying to Obtain Situation while on Benefit, Forfeiture of Benefit .....	146
Failing to Notify Recovery after Sickness, 1s. ....	151
Malingering, discretion of Branch Committee ....	152
„ Exclusion .....	152
Members Refusing to Sign, Forfeiture of Benefit..	152
Members Conniving at Imposition, 5s. ....	152
Making False Declaration, Forfeiture of Benefit..	156
„ „ „ (2nd offence), Expulsion	156
Intoxicated while on Sick Benefit, Forfeiture of Benefit or fined £2 .....	156
Member being out at Irregular Hours, Forfeiture of Benefit .....	156, 157
Secretary Neglecting to Send for Men, 5s. ....	161



FINES AND PENALTIES (*con.*)—

Trustees not Reporting, 2s. 6d.....	176
Officer Neglecting to Remit, 20s.....	176
Member Failing to Report for Clearance, 2s. 6d...	179
Secretary Failing to Attend to same, 2s. 6d.....	179
Member Making Charge, Failing to Substantiate, Expulsion or Cost of Meeting .....	181
Giving False Evidence or Withholding Evidence, Exclusion .....	181
Member Asking Unauthorised Piecework, 20s.	182
"                    "                    "                    "                    (2nd offence), 40s. ....	183
Member Asking Unauthorised Piecework (3rd offence), Exclusion .....	183
Failing to Share Piecework Balance, 20s. ....	184
"                    "                    "                    "                    (2nd offence), 40s.	184
Failing to Share Piecework Balance (3rd offence), Exclusion .....	184
Conniving at Introduction of Cheap Labour 40s.	184
"                    "                    "                    "                    (2nd offence), 60s. ....	184
Conniving at Introduction of Cheap Labour (3rd offence), Exclusion .....	184
Failing to obtain Share of Balance, 20s. ....	184
"                    "                    "                    "                    (2nd offence), 40s.	184
Failing to obtain Share of Balance (3rd offence), Exclusion .....	184
Members appropriating Funds, falsifying Book, or refusing to give up Property of the Society, or refusing to sign Documents, £5.....	185
Misconduct of Members at any of Society's meet- ings, 2s. 6d. ....	185
Member disobeying the President, 1s. ....	185
Introducing topics not consonant with Society's business, 1s. ....	185
Refusing to pay Fine or vindicating Conduct of another member, 2s. 6d.....	186
For Conduct of an Aggravating Nature, 20s.....	186
Member censuring another for giving opinions at Branch Meetings, 1s. ....	186
Member upbraiding another for receiving Benefits, 2s. 6d.....	186

	PAGE
FINES AND PENALTIES ( <i>con.</i> )—	
Divulging Society's Business, 5s.....	186
Member striking another, 5s. ....	186
Member upbraiding another for returning to situa- tion, 1s. ....	186
Member not reporting misconduct of another member while on Benefit, 5s.....	186
Member being Convicted by a Court of Justice, Exclusion or Suspension .....	187
Branch Secretary or President failing to impose Fines, 1s. ....	187
Member calling on, or writing to, the Secretary of any Branch or District Committee at the place of their employment, 2s. 6d.....	189
Member failing to pay Trust Money, 2s. 6d. ....	188
FULL WAGE BENEFIT .....	107
FEDERATION .....	64, 65
INVESTMENTS—	
Branch Treasurers .....	37
Branch Trustees .....	38
General Trustees .....	62
General Secretary's Books.....	82
American and Australasian Councils' Powers <i>re</i> ..	96
Superannuation Reserve Fund.....	168
General Directions for .....	169
Banking of Branch Moneys .....	172, 173
Bonds .....	173
Transfer of Papers .....	173
Depositing or Withdrawing Money .....	175
Council's Powers <i>re</i> General .....	175
Central Account .....	174
Transfer of Moneys .....	175
LEVIES—	
When Entered .....	135
When Charged .....	135
Exemption.....	135
When Arrears of Contributions .....	136
Branch Powers, Respecting .....	8, 9, 11
District Committees' Powers, Respecting .....	47
Executive Council's Powers, Respecting .....	59

LEVIES (*con.*)—

American-Canadian and Australasian Councils' Powers, Respecting .....	96
Apprentices and Levies .....	112
Artificers and Levies .....	118
Members Leaving the Trade and Levies.....	119
Machinists and Levies .....	120
Apprentice Section and Levies .....	124
Trade Members and Levies .....	128
Trade Protection and Levies.....	131
Board of Trade Examinations and Levies.....	143
Accident or Falling Sick on Travel .....	157
Superannuated Members and Levies .....	168
Superannuated Reserve Fund and Levies .....	168
Registered Members and Levies .....	178

## LOANS TO MEMBERS—

American and Canadian Council's Powers <i>re</i> ....	97
Executive Council's Powers <i>re</i> .....	165, 169
Publication of .....	169

## MONTHLY JOURNAL AND REPORT .....

77, 78

## MEMBERS GETTING MARRIED .....

116

## MACHINEMEN (SPECIAL RULE FOR) .....

119

## MEMBERS GOING TO COLONIES .....

135, 138

## MEMBERS LEAVING THE TRADE, PROVISIONS FOR ..

119

## MEMBERS GOING ABROAD GENERALLY .....

176

## MEMBERS RETURNING FROM ABROAD .....

177

## NOMINATIONS—

General Reference to.....	4
Executive Councilmen .....	55
Districts for Councilmen .....	66, 74
General and Assistant Secretaries .....	75
Schedules to be sent by General Secretary ....	79, 80
For Organising Delegates .....	80
Districts for .....	86, 94
American-Canadian and Australasian Councilmen	95
Delegate Meeting and Final Appeal Court.....	101

## NEW BRANCHES—

At Home .....	60
Abroad .....	96
Status of .....	182

# OFFICERS.

Title of Officer.	Time of Election.	Qualifying Term of Membership.	Salaries.	Page.
Tellers in Elections .....	Quarterly ..	..	6d. and 1s. per night	6, 17.
Salesman of <i>Monthly Journal</i> ..	Yearly .....	..	2d. per 1s. ....	17.
Branch President .....	Half-yearly ..	52 weeks membership	6d. per night ....	20, 21.
Branch Vice-president .....	"	52 "	6d. " ....	20, 21.
Assistant Secretary .....	"	52 "	6d. " ....	19, 21.
Branch Secretary .....	Annually....	4 years	Scale .....	22, 29.
Branch Referee .....	"	52 weeks	6d. per night when transacting business	29, 30.
Check-book Keeper .....	Half-yearly..	52 "	6d. per night ....	19, 30.
Money Steward .....	"	52 "	6d. " ....	19, 30, 31.
Branch Door-keeper .....	Quarterly* ..	52 "	6d. " ....	19, 31.
Sick Steward .....	Half-yearly..	52 "	3d. per visit .....	31, 32, 33.
Branch Auditors .....	"	2 years	Scale .....	33, 37.
Branch Treasurer .....	Annually....	Householder .....	" and 6d. per attendance .....	19, 38.
Bank Trustees .....	"	4 years membership	1s. when banking	39, 173.
Vacant-book Keeper .....	Triennially..	"	£20 per year upwards	41, 42, 43.
Registrars .....	..	..	Scale .....	43, 44.
Branch Committee .....	3 months on alternate nights.	2 years membership	6d. per night ....	13, 16.

President of District Committee	Yearly .....	3	"	1s.	....	44, 53.
District Committee .....	Half-yearly..	3	"	1s.	....	44, 53.
Secretary of District Committee	Yearly .....	3	"	Scale	.....	51, 52.
Executive Councilmen .....	Triennially..	7	"	£2 15s. weekly	....	53.
Chairman of Executive Council	"	7	"	£3 weekly	.....	53.
Assistant Secretaries.....	"	7	"	£2 15s. weekly	....	75.
General Secretary .....	"	7	"	£4 10s.	"	75.
Organising District Delegates..	"	7	"	£2 15s.	"	82.
American, Canadian, and Australasian Councils.....	12 months ..	7	"	1s. 6d. per meeting		95.
Secretary of American Council South African Council and	3 years.....		..	20 dols. weekly	..	98.
Secretary .....	"		..	"		95.
Secretary of Australasian Council .....	3 years.....		..	£35 per year	....	95.
Australasian Organiser .....	"		..	"		99.
Delegate to Delegate Meeting, etc.....	By vote ....	7	years membership	7s. per day	.....	100, 105.
Chairman of Delegate Meeting	"	7	"	7s.	.....	101.
General Trustees .....	Elected by London members.		..	"	..	62, 175.

\* Except when two, then elected alternately, each serving six months.

OFFICERS (*con.*)—

## Duties of Branch Officers—

Branch President .....	16, 20, 190
Vice-President .....	21, 190
Assistant Secretary .....	21, 190
Branch Secretaries' Duties <i>re</i>	
Attendances at Committee Meetings .....	16
Levies and Contributions .....	22
Accounts .....	22
Arrears .....	23
Entry of Members .....	23
Members Declaring on .....	23
Summoned Meetings .....	24
Monthly Report .....	24
Quarterly Report.....	24
Yearly Report .....	25
Supplying Information .....	26
Exclusions .....	26
Date of Posting General Secretary .....	26
Unemployed .....	26
Alteration of Rules .....	26
Benevolent Grants .....	26
Record of Accidents .....	26
<i>Journal</i> Salesman .....	27
Contributions Paid out of Branch .....	27
Obtaining Men .....	27, 159
Admissions .....	110
Payment of Funeral Money .....	170
Clearances.....	171, 178
Equalisation .....	175
Branch Referees' Duties .....	29
Check-book Keepers' Duties .....	30
Money Stewards' Duties .....	30
Door-keepers' Duties .....	31
Sick Stewards' Duties.....	32
Tellers' Duties .....	6, 7
Branch Treasurers' Duties .....	38
Auditors' Duties .....	34
Election and Appointment of Auditor .....	34
Trustees' Duties .....	172

OFFICERS (*con.*)—

## Duties of General Officers—

General Secretary *re*

Books and Papers .....	76
Monthly .....	77
Quarterly .....	78
Proceedings of Council .....	78
Advanced Copies of Reports .....	79
Registrar .....	79
Elections .....	80
Alteration of Rule .....	80
Corresponding List .....	80
Travelling Cards .....	80
Application for Men .....	80
Manual for Auditors .....	80
Registration of Members .....	81

## ORGANISING DISTRICT DELEGATES—

Qualification of .....	83
Council's Control of .....	83
Duties of .....	83, 84
Interviewing Employers .....	83
Reporting Absence .....	83
Attending Committee Meetings .....	85
Monthly Report .....	84
Propaganda Work .....	84
Expenses of .....	85
Report of Expenses .....	85
District Committee and Local Organisers .....	85
American Organiser .....	98
Australasian Organiser .....	99
South African Organiser .....	100

## OFFENCES—" See Fines and Penalties."

PARLIAMENTARIANISM .....	63
--------------------------	----

PUBLIC TENDERS AND MUNICIPALISM .....	9, 63
---------------------------------------	-------

## PIECEWORK—

Penalties for asking for .....	182, 183
To be paid through Pay Office .....	183
District Committee <i>re</i> .....	183
Sharing Surplus, and Penalties for not doing so .....	183, 184

PIECEWORK (*con.*)—

Intriguing to substitute cheaper labour, and Penalties of .....	184
Piece-master <i>re</i> , and Penalties for working contrary to Rule.....	184

## PENALTIES—See “Fines and Penalties.”

PRINTING.....	56, 98
---------------	--------

QUARTERLY REPORT .....	78
------------------------	----

## REFEREES—

Branch Referee and Duty .....	28
Election of, Payment and Penalties .....	29
District Committee Referee .....	52
General Office, Election, Duties, and Payment of .....	57

REGISTERED MEMBERS .....	177
--------------------------	-----

## REGISTRARS—

Branch Secretaries, Report to .....	26
Of Unemployed .....	43
District Committees and .....	44

REGULATION <i>re</i> BRANCH MEETINGS.....	189
---	-----

RAILWAY FARES.....	159, 160
--------------------	----------

Special Audits of Branch Accounts.....	106
--	-----

SUSPENSION FOR SLACKNESS, ETC. ....	138
-------------------------------------	-----

„ „ HOLIDAYS .....	142
--------------------	-----

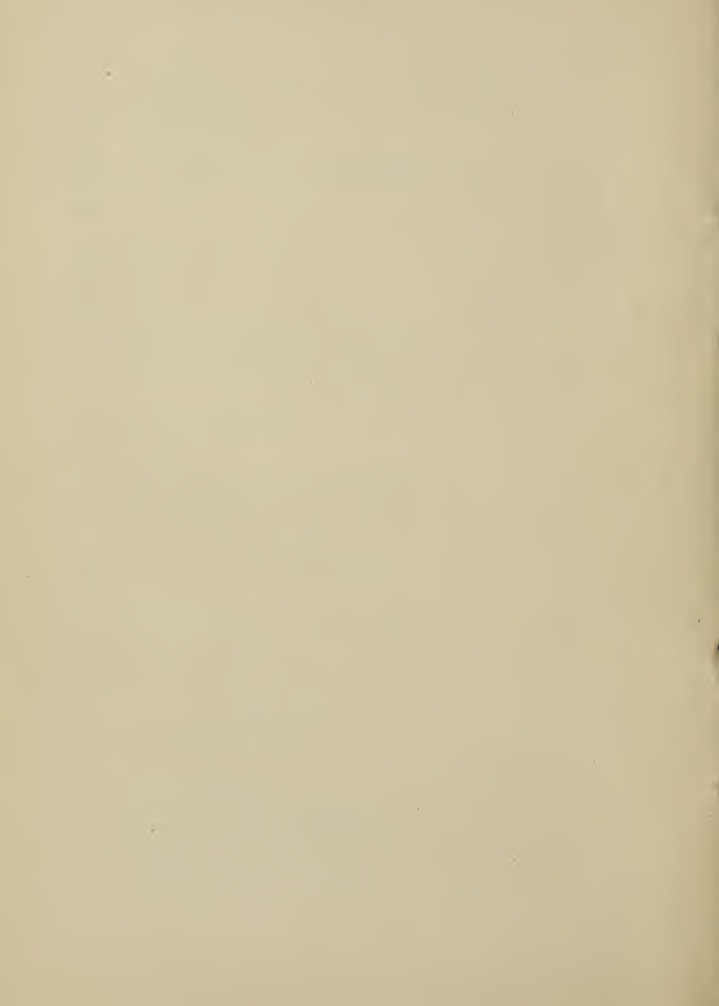
Special Delegate Meeting .....	103
--------------------------------	-----

## TRAVELLING CARDS—

South African Branches and Card .....	12
General Secretary and Cards.....	80
American, Canadian, and Australasian Councils and Cards .....	97
Member wishing to Travel.....	144



	PAGE
TRAVELLING CARDS ( <i>con.</i> )—	
Compelling to Travel .....	144
Conditions of Travel .....	145
Traveller Signing.....	145
Bed Card .....	145
Certificates .....	145
Traveller getting Employment .....	146
Return of Card .....	146
Detention of Traveller .....	146
VACANT BOOKS .....	40
,, OFFICES .....	41
YEARLY REPORT .....	78



## PREFACE.

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“UNITED WE STAND—DIVIDED WE FALL.”

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THE Amalgamated Society of Engineers is established to promote the interests of those who follow the trades hereinafter enumerated.

Objections are sometimes raised against Trade Societies, charges being made that they are monopolies and unjust restrictions; but those who experience the great benefits they confer can fully appreciate their general usefulness. Every artisan following a given occupation has an interest, in common with all those similarly engaged, in forming rules by which that particular trade shall be regulated; the constitution thus set up being available for the assistance of men out of work, for the support of sick, infirm, superannuated, and disabled members, and for giving aid to the families of those who die. Moreover, it is essential for the progress of the worker that he should combine with his fellows; the concentration of means

thus enabling him to make his power felt and affording him security against risks to which he would otherwise be exposed.

Such societies as this should contain, if possible, all those engaged in the same calling, or, at all events, the greatest possible number who can be induced to join. For members of a trade working together in large numbers, who by their daily intercourse are made acquainted with each other's circumstances, and who are cognisant of much of the misery which is necessarily attendant on a precarious employment, would be inhuman indeed if they did not unite to relieve the distress of their fellow-workmen, who are often placed in circumstances in which they cannot help themselves. And hence it is, that special facilities for membership are now offered to a much larger number of our fellow-workmen. Under this code of rules, apprentices will be admitted at a much earlier period of their apprenticeship; middle-aged men who from pecuniary or other reasons could not previously join us can now do so, as sectional or trade members, only paying a proportional share of contributions; whilst those advanced in years—hitherto entirely neglected, and always the first to suffer in the too oft-recurring disputes

between employer and employed—can now become members and receive very substantial assistance when so prevented from following their employment.

We are ready to admit that, whilst in constant employment, our members may be able to obtain the necessaries of life ; but there is a fear, and by no means a groundless one, that employment may not be constant. The merest circumstance in the commercial world may influence the condition of thousands of working men ; and, when thrown out of employment, all a man's arrangements of a domestic nature are subverted, and his hopes of being enabled by his own frugality to improve his social condition are proved to be only a dream.

The Amalgamated Society of Engineers offers a guarantee against most of the evils resulting from this precarious condition. Our primary object is to raise the status of the workmen engaged in the engineering trade, and generally to improve the conditions under which we labour. If constrained to make restrictions against the admission into our trade of those who have not earned a right by a probationary servitude, we do so knowing that such encroachments are productive of evil, and when persevered in unchecked result to reducing

the condition of the artisan to that of the unskilled labourer, and confer no permanent advantage on those admitted. It is our duty, then, to exercise the same care and watchfulness over that in which we have a vested interest, as the physician does who holds a diploma, or the author who is protected by a copyright.

These are some of the reasons which have guided us in framing these rules, by which we hope to protect and advance the interests of the trade far more effectually, and to confer greater advantages than it is possible to do under sectional unionism.

Our members know the practical value of association, and have manifested their attachment to it. By association we acquire the discipline which allows us to act together, and the patience which enables us to wait for results. Organisation gives to men a special character, and is a source of strength; it keeps them compact, and concentrates their efforts towards one end, whilst, without it, they are both weak and ineffectual, exercising no influence or control over their own future condition.

We direct your attention, then, to this institution which is the only safeguard of your interests, the

only protection of your trade. In return for the many benefits it confers, it behoves us to devote our whole energy to its advancement, and to take every opportunity of making it known and appreciated by those whose interests and duty it is to belong to it. If we do this, we may leave to a future generation not only a trade, but the means of maintaining its best interests, until some more general principle of co-operation shall be acknowledged in society, guaranteeing to every man the full enjoyment of the produce of his labour.

TABLE SHOWING THE RELATIVE VALUE OF MONEY IN

England.				United States of America.			Canada.	
£	s.	d.		\$	c.		\$	c.
0	0	1	.....	0	2 $\frac{1}{2}$	.....	0	2
0	0	2	.....	0	5 $\frac{1}{2}$	.....	0	4
0	0	3	.....	0	7 $\frac{1}{2}$	.....	0	6
0	0	4	.....	0	10	.....	0	8
0	0	5	.....	0	12 $\frac{1}{2}$	.....	0	10
0	0	6	.....	0	15	.....	0	12 $\frac{1}{2}$
0	1	0	.....	0	30	.....	0	25
0	1	3	.....	0	37 $\frac{1}{2}$	.....	0	31
0	1	6	.....	0	45	.....	0	37 $\frac{1}{2}$
0	2	0	.....	0	60	.....	0	50
0	2	6	.....	0	75	.....	0	62 $\frac{1}{2}$
0	3	0	.....	0	90	.....	0	75
0	5	0	.....	1	50	.....	1	25
0	10	0	.....	3	00	.....	2	50
0	15	0	.....	4	50	.....	3	75
1	0	0	.....	6	00	.....	5	00
2	0	0	.....	12	00	.....	10	00
3	0	0	.....	18	00	.....	15	00
4	0	0	.....	24	00	.....	20	00
5	0	0	.....	30	00	.....	25	00
10	0	0	.....	60	00	.....	50	00

In the above table 30 cents are the equivalent of 1s. in the United States of America, and 25 cents the equivalent of 1s. in Canada.

In all calculations in which fractions occur equal to, or over half a cent, the member should pay the full cent, thus : In the United States 3d. equals 7 $\frac{1}{2}$  cents, the member should pay 8 cents ; and in all cases in which fractions occur of less than a half cent, the fraction should be struck off, thus : In Canada 3d. equals 6 $\frac{1}{4}$  cents, the member should pay 6 cents.



# RULES.

## RULE I.

### NAME, OBJECTS, AND CONSTITUTION.

1. The Society formed under these rules, Name. hereafter called "The Society," shall be known by the title of THE AMALGAMATED SOCIETY OF ENGINEERS.

2. The Society shall consist of members Trades to which members may belong. belonging to, and earning the rate of wages fixed by the District Committee for the following trades or branches: Smiths, ship smiths, angle iron smiths, ships' plumbers, fitters or turners or either of these, or others here mentioned as seagoing engineers, roll turners, pattern makers, machinists, millwrights, mechanical draughtsmen, planers, borers, slotters, machine drillers, milling machine workers, shapers, and other machine men; brass finishers and coppersmiths employed in the engineering and shipbuilding trades; armature winders and electrical engineers generally, mechanical and scientific instrument makers, machine joiners employed in the construction of cotton, silk, flax, woollen, or other machinery: die sinkers, press tool makers and stampers, or drop hammer forgers employed in the engineering and kindred trades.

## Objects.

3. The objects for which the Society is established are: By the provision and distribution of funds and by the other means hereafter mentioned on the conditions set forth in these rules, to protect and regulate the conditions of labour in the trades in the last clause mentioned, and the relation of its members with them; to promote the general and material welfare of its members; to assist them when out of work or in distressed circumstances; to assist such of them as desire it to acquire possession of their dwellings; to provide them with legal assistance in obtaining redress for accidents; to support them in case of sickness, accidents, and by superannuation; also to provide for their burial and for the burial of their wives, and compensation for loss of tools by fire or water; to aid by federation other societies which do not come under the preamble of our rules, and other trade societies having for their objects, or one of them, the promotion of the interests of workmen; and, by extending our system of investments for co-operative productive purposes, to assist in altering the competitive system of industry for a co-operative system in order to secure a full share of the fruits of our labour. But before, however, any money can be invested by the Executive Council for the last-named purpose the object and amount proposed to be invested shall be clearly defined by them and a vote of the members taken, when the majority for or

against shall decide whether the Society adopt the proposal or not.

4. The Society shall be divided into branches, to one of which every member shall belong. No branch shall consist of more than 300 members, unless by consent of the District Committee. The local limits of each branch, the formation of new branches, and the number of members in each, shall be determined as hereafter mentioned. Every branch shall have powers as provided by these rules, and shall be subject in accordance with them to the control and direction of the general governing bodies of the Society and their officers; but every branch shall appoint its own officers and conduct its own business in the manner set forth in the following rules.

Division  
into  
branches.

5. There shall be a General Office, which shall be the registered office of the Society, and which shall be the place of meeting for its business, at 110, Peckham Road, S.E., in the county of London.

Place of  
Central  
Office.

## RULE II.

### ELECTIONS AND VOTING.

1. All elections and voting shall be conducted in the following manner:—

Any member may legally nominate any branch or general officer without a seconder. All nominations for branch secretary and delegates for Trades and Labour Councils and Iron Trades Associations must be made

Nomination  
of officers  
and  
delegates.

14 days previous to their election. Should only one member accept nomination for any office, he shall be declared duly elected. If two or more persons accept nomination for any office, the votes shall be separately taken.

Election of  
officers and  
delegates.

All elections for branch officers (with the exception of secretary) shall be by show of hands. If any one of the candidates receives a larger number of votes than all the others combined, he shall be declared duly elected. If no candidate has such a majority, the two highest shall be again put to the vote, and the one obtaining the largest number of votes shall be duly elected. The votes must be taken by ballot for the following: General Secretary and all general officers, delegate to delegate meetings for revision of rules or Final Appeal Court, meetings of Labour Party or Federation Conferences and branch secretaries.

Branches shall have power to provide the means of voting by ballot, and in such cases as are so decided the ballot boxes shall remain open for voting as follows: Branches having more than 100 members, not less than 2½ hours; all below 100 members, not less than two hours. To enable nightshift members and those who cannot attend their branches owing to their legitimate occupations, to vote, the time of meeting may be extended by the opening of any branch on the day fixed for voting at an earlier hour than stated in Rule 3, clause 2.

2. All candidates for general offices must intimate such intention to the General Office in their own handwriting, accompanied by original testimonials, and, if they desire testimonials to be printed, such shall be sent to the General Office for that purpose ; and no candidate shall issue or cause to be issued to the branches any printed, type-written, cyclo-style, or any duplicated matter, other than that through the General Office. The names of the candidates shall be submitted to the members, and the two having the highest number of votes shall be again submitted, unless one candidate has an absolute majority over all the rest combined. The addresses of candidates for general office shall be distributed in the proportion of one per six members, but the number of branches nominating shall not be published.

Intimation  
of candida-  
ture.

Issue of  
printed  
matter.

In all elections under the direction of the Executive Council, or of the American, Australasian, or South African Councils, nomination and election schedules must be posted from the offices. A date must be specified on which all voting shall cease, and all votes taken on or before the specified date, providing that they have been taken in accordance with this rule, shall be valid notwithstanding any neglect on the part of any officers, or from any other causes whatever. In the event of any general officer resigning or being removed by death or otherwise, another election shall take place, and the

Validity of  
votes and  
date of  
voting.

*Pro tempore*  
 occupation  
 of office.

appointment then made shall be for the remainder of the unexpired term. But if it be necessary to fill the office temporarily, such shall be filled by Council.

Tellers and  
 their duties.

3. Tellers (elected as per Rule V.) shall, in ballot voting, see that all members of their branch who enter the branch meeting-room receive a ballot paper on which shall be placed the names of the candidates and the branch to which they belong. The secretary shall supply them with a list of names and numbers of the members in the branch. One teller shall hand out the ballot papers and affix the branch seal thereto. The other shall keep a record on the sheet supplied by the secretary of those voting, such record to correspond with the number of ballot papers given out. Members having voted must place their paper in the ballot box, which shall be under the strict supervision of the tellers. After the close of the ballot box, the tellers, in conjunction with the president, shall count the votes. When counted the latter shall read to the branch the result, sign the same along with the secretary, then seal it up in a stamped envelope provided for the purpose.

The tellers shall be responsible for the immediate posting of same. For these duties they shall be paid sixpence each.

In the event of branches being open for an extended time to enable night-shift members to vote the pay of the tellers shall be 1s. each. Ballot papers must be kept in the

possession of the branch for one month after the returns are due at the General Office. Any violation of this clause shall render the vote of the branch invalid.

4. Any member intimidating members voting, or circulating false or malicious statements in order to influence elections, shall be fined according to the gravity of the offence, but not less than 2s. 6d. Intimidation.

5. No member shall be nominated, elected to, or continue in, any office if 10s. in arrears. No Executive Councilman or Organising District Delegate shall be eligible to contest for annual meetings of the General Federation of Trades, the Labour Party Conference, or any other body to which the Society may be affiliated, but the Executive Council may appoint and send one or two representatives to either of such meetings. Neither shall any member be eligible for any general office who keeps a public or beer house, or who is a partner in any engineering firm or business connected with the trade. The new branch officers shall be elected four weeks before they enter on their duties. No officer shall nominate his successor, but only give his vote. Disqualification and time of election.

### RULE III.

#### BRANCH AND SUMMONED MEETINGS.

1. A meeting of the members of each branch shall be held every fortnight for the transaction of its business. All members' contributions and other payments, unless otherwise Branch meetings.



Discus-  
sions.

Meeting  
place.

Time of  
meeting.

Night of  
meeting.

provided for by rule, must be paid at this meeting. Propositions for new members shall also be decided at branch meetings, except such as may be taken at special meetings, as hereafter provided for. Branches may also discuss matters concerning Labour interests generally, and have papers read thereon, always providing that such discussion does not interfere with the ordinary branch business, and is not on questions of a religious nature. Each branch shall be provided with a notice board for the posting of all interesting information. No intoxicating drinks shall be allowed in the room during branch meetings. No branch shall be held on licensed premises when other suitable rooms are obtainable, nor shall any branch be removed from one place to another unless by the consent of two-thirds of the members voting at a meeting specially summoned for that purpose; votes to be taken by ballot.

2. The business of the meeting shall commence at half-past seven p.m. All branches having above 100 members shall close their books at ten o'clock, and all below 100 at half-past nine o'clock. Branches shall have a discretionary power to commence and close sooner or later if these hours be inconvenient. Branches shall have power to change their night of meeting if such falls on a holiday, the alteration to be decided on four weeks previously, and a notice posted on the intervening meeting night.



3. Branches shall have power to submit to the votes of their members the question of levying the members of such branches for affiliation to Local Trades Councils and Iron Trades Associations. This levy shall not exceed sixpence per member per annum, except in the Australasian . . . American, and South African Branches, which shall have power to increase the levy if necessary to 2s. 6d. per member per annum. Branches shall also have power to levy their members for the election or support of Labour representatives on local public bodies if such representatives are *bonâ-fide* members of any Trade Union; and, on these same conditions, the branches shall have power to levy for the support of representatives on any local infirmary board or committee, such levy not to exceed 1s. per member per annum. Branches shall have power to raise funds by levy on their members for the purpose of assisting other trade societies, but such moneys must be handed over for disbursement to the local District Committee. Branches shall also have power to set up "municipal and local affairs committees," which shall act in conjunction with the General Office "Public Tenders Department," and the duties of which shall be to watch over the interests of the trade in the letting of contracts, to collect information, and generally keep the General Office informed of all matters concerning municipal affairs in

Branch  
powers re  
levies.

Branch  
powers re  
local affairs

which the trade interests are concerned, and to attend such meetings as they are directed, with a view of furthering the objects here enumerated. The expenses of these latter committees shall be submitted to the branches which have set them up, and, if approved, shall be paid from the levy raised by such branches for the purpose of municipal representation.

**Quarterly Meetings.**

4. The quarterly meeting shall be held on the first regular meeting nights, in January, April, July, and October, when the report of the income and expenditure of the last quarter shall be read over by the auditors to the meeting. This business shall commence half-an-hour after the time of meeting. All officers, including those retiring and holding keys, and those who have been appointed for the ensuing term, must be in attendance, or be fined sixpence each. The retiring president shall preside until the quarterly report be received by the branch, and the new president shall then take his place. Both presidents shall be paid the same as other branch officers, but, in the event of the retiring president being re-elected, he shall only receive the usual amount.

**Change of officers.**

**Branch box and keys.**

5. There shall, if practicable, be a box provided and kept in the place where the branch hold its meetings, in which shall be deposited all moneys (except such as may be held by the treasurer), and all books, papers, letters, etc. (except such as are immediately

wanted), or are otherwise deposited ; the box shall be secured by three locks ; there shall be three locks also to the cash drawer, the keys of which shall be kept by the president (except he be a trustee), check-book keeper, and money steward. In branches where the check-book keeper is money steward, the vice-president shall act in the former capacity. The branch books shall be open at all reasonable times to inspection by any member or person having an interest in the funds.

Branch  
books.

6. Branches must adopt the best means they can obtain in their respective localities for the security of branch and cash boxes and their contents ; the landlord, owner, or tenant of the place in which they are kept shall give security for their safety, bonds for which may be had on application to the General Office ; but should the landlord, owner, or tenant refuse to give security, branches shall have power to insure the same to the extent of £20.

Security of  
branch  
property.

7. All branches under the jurisdiction of the American-Canadian, South African, and Australasian Councils shall send a copy of their quarterly and yearly reports to the said Councils at the same time as they forward the report to the General Office. South African branches shall have power to raise their own benevolent funds, and disburse the same to such of their own members as may be in distressed circumstances ; but the levy for the purpose shall

Powers of  
branches  
abroad.

not exceed 1s. per member per quarter, and no grant shall exceed £5 in amount. These branches shall also have power to issue travelling cards, previously registered at the General Office and forwarded to the branches for the purpose.

Branch  
powers re  
members of  
other  
branches.

8. Any member desirous of visiting a branch other than that of which he is a member, shall be admitted on producing his contribution card, or such other evidence as may be deemed satisfactory by the president. He shall not be allowed to take part in the proceedings unless with the consent of the meeting; and should he misconduct himself he shall be subject to the penalties contained in Rule XL.

Special  
meetings.

9. In cases of emergency the president, secretary, committee, or referee, of a branch, shall have the power of summoning a general meeting; if practicable, the business shall be stated and the hour of meeting shall be intimated to the members. For this purpose the secretary shall be provided with a book in which he shall insert the address of each member. Any member changing his residence, and not informing the secretary on or before the following branch meeting night, shall be fined 1s., unless a satisfactory reason be given.

Branch  
powers re  
roll call.

10. At all summoned meetings the roll may be called over half-an-hour after the time specified; and any business transacted at special summoned meeting shall not be binding, unless the members have been duly

summoned. Such meeting shall strict'y confine itself to the objects specified in the summons. The mode of sending summonses shall be at the discretion of each branch. Branches shall have a discretionary power in calling the roll, and may fine members for not attending summoned meetings, or for leaving such meetings before transacting the business for which they are summoned, such fine to be threepence. The following are, however, exempt from this fine, namely:—Those holding positions as foremen; who are over 55 years of age; who are working or residing three miles from the clubhouse; and those who, having attended the meeting, have obtained leave of absence from the branch president. Any member sending a false apology, or knowingly giving a false apology, for an absent member, shall be fined 2s. 6d.

Those  
exempt  
from fine.

11. The asterisks, or small stars, in the members' contribution cards shall answer for a summons on the nights for election of branch officers, except at the general summoned meeting night in December (in Australasian, American, and Canadian and South African branches, September), when they shall be summoned by circular.

Stars on  
contribution  
cards  
answer for  
summons.

## RULE IV.

### BRANCH COMMITTEE.

1. There shall be a branch committee (which shall also be, in single branches, the District Committee), composed of members

Constitu-  
tion of  
Committee.

who have been in the Society two years (except in new branches), who shall be elected at the general summoned meeting for the election of officers every three months. This committee shall consist of not less than five nor more than seven, exclusive of president and secretary; each member to be elected for six months, the majority and the minority retiring alternately. Branches having 100 members, or under, shall have five committeemen, and those above 100 shall have seven. Branches must be very careful in the selection of their committees, so that in all cases such committees may be so composed as to give fair and impartial decisions, and no member shall sit to adjudicate upon any case in which he is personally concerned. A majority of the committee shall form a quorum.

Convening  
of meetings.

2. Branch committee-men shall attend at such time and place as may be specified by the president, secretary, referee, or a majority of the committee who shall order the secretary to issue summonses for that purpose. All decisions arrived at by the committee shall be final, subject to the right of appeal, within one month, to a summoned meeting of the branch. Should any case come before a branch committee on which the rules are silent, the case and the decision of the committee shall be stated in the Monthly Report, provided that such decision be approved of by the Executive Council; the same to be a guide to all other branches. The above shall also

Com'ittee's  
decisions.

apply to the Australasian, South African, and American areas in which any decision may be published in the reports issued by the respective councils. Such decision shall be entered in the branch minute book, and in the book specially provided for the purpose, which shall be open for inspection on regular meeting nights.

3. The committee shall have power to summon any officer or member to attend their meetings, and to call a special summoned meeting of the branch when they deem it necessary. It shall also have access to all books and accounts of the branch bearing upon the matter to be decided. When a committee is desirous of receiving further evidence, or information, in any case under its consideration, other persons, not being members, or being members of another branch, may be summoned to give such information as the committee may be desirous of obtaining, and shall receive, with the consent of the committee, the same remuneration as members of the committee.

Com'ittee's  
powers.

Witnesses.

4. Branch committees shall, every three months, examine into cases of long-continued receipt of benefit, and shall have power to bring cases of suspicious conduct, incompetency, or manipulation before the branch or the Executive Council, with a view to the member being dealt with in accordance with rule. Such examinations may be retrospective. The committee shall also have power, in

Special  
half-yearly  
meetings.



accordance with donation rule, to compel members under 50 years of age to take travelling cards.

Position of  
president  
and secre-  
tary.

5. The branch president and secretary shall attend, and may express their opinions at all meetings, but shall not vote, nor be for any other purpose members of the committee, except in the event of the votes being equal, when the president shall give a casting vote. The minutes of the committee's proceedings shall be signed by the president at the close of the meeting, and must be read up at the following branch meeting.

Payment  
and fines of  
committee-  
men.

6. Members of committees shall attend all meetings at which their presence may be required, or be fined sixpence, unless a satisfactory reason be given; and shall be allowed the sum of sixpence for each attendance, president and secretary included. Any committee-man, or witness, residing above two miles from the place of meeting shall receive third-class return railway, omnibus, or ferry fare. Members being summoned to attend a branch committee, and not attending, shall be fined sixpence, unless a satisfactory reason be given to the committee.

## RULE V.

### BRANCH OFFICERS; PAYMENT AND PENALTIES.

Number of.

1. Each branch of the Society shall be under the government of a president, and such other officers as the rules direct. The



number of officers in each branch shall be regulated as follows: Branches having not more than 20 members shall have three officers, viz., president, secretary, and check-bookkeeper; branches having more than 20, and not more than 40 members, four officers, including doorkeeper; branches having more than 40, and not more than 70 members, five officers, including vice-president; branches having more than 70, and not more than 150 members, six officers, including money steward; branches having more than 150 members, seven officers, including assistant secretary; branches having more than 100 members may have an additional doorkeeper, if necessary. There shall also be two tellers **Tellers.** elected quarterly by each branch, whose duties shall be to attend to all ballot elections, and report the result of same to the branch president.

2. A member of each branch shall also be appointed, whose duty shall be to distribute the monthly *Journals* to those purchasing the same, and to endeavour to increase the circulation. He shall adopt the best means practicable for the distribution of the *Journals* to the subscribing members, shall be responsible for the number of copies received, and shall give an account to his branch of the number of copies received and sold, and also settle for the same with his branch every branch meeting night. He shall be appointed at the annual election of officers in December. **Journal salesman; duties and payment.**

His name and address shall be inserted in the Corresponding List, and the *Journals* shall be sent to such address. He shall be paid at the rate of twopence per twelve copies sold, this to cover all expenses.

Penalties  
for neglect  
of duty.

3. Any branch officer not attending in time shall be fined sixpence, unless a satisfactory reason be assigned to the branch; and if absent the whole evening shall, in the absence of satisfactory explanations, be fined the sum of 1s. The officer appointed neglecting to read a detailed account of the income and expenditure for the previous fortnight shall be fined 1s.; also the president if he neglect to have that duty carried out shall be fined 1s. Any officer whose duty it is to hold the keys of the box leaving before the meeting is closed, without the sanction of the branch, shall be fined 1s. Any member being present at a branch meeting and being proposed and seconded for office in the branch, and refusing to stand his nomination, shall be fined sixpence; this fine to be strictly enforced unless he can show a reasonable cause for such refusal.

Exemptions.

4. Members will be exempt who are above 55 years of age, who reside two miles from the clubhouse, or who are holding situations as foremen. The president shall, before any member is elected, ask the secretary if the candidate is 10s. in arrears.

5. Any member may be nominated or elected in his absence if he has notified his

willingness to take office. Any member refusing to accept office after his election shall be fined 1s ; but any member having served or paid the fine shall not be liable to be re-elected for a period of twelve months, unless all the members have served office or paid the fine, when he shall be again liable to be elected or have the fines inflicted until the branch be furnished with officers.

Penalties  
for refusing  
office.

6. Officers whose duty it is to hold the keys of the branch box shall produce them to the trustees when required; also at the branch meetings, and should they neglect to do so and thereby cause the box to be damaged, such damage shall be repaired at the expense of the officer or officers so neglecting, and the amount, if not paid, shall be placed to their arrears at the end of the quarter.

Liability  
for damage  
to branch  
property.

7. Each branch officer, including branch treasurer if a member, shall be allowed the sum of 6d. for his attendance on branch meeting nights, except money steward, who shall be paid as follows : 6d. up to 100 members, and 3d. for every additional 100 or part thereof, but these officers shall not be paid for more than 300 members. The number of members on the books at the beginning of the quarter shall be the basis of calculation in all cases except that of branch secretary. If a member holds the dual position of check-book keeper and money steward, he shall be paid the sum of 9d. for his attendance. All officers before going out of office shall deliver

Payment  
for attend-  
ance and  
duties.

Giving up  
possession  
on leaving  
office.

up to the new officers all books, moneys, papers, receipts, letters, or any other property that may be in their possession belonging to the Society.

## RULE VI.

BRANCH OFFICERS : PRESIDENT, VICE-PRESIDENT, AND ASSISTANT SECRETARY.

- |                      |   |
|----------------------|---|
| Election of.         | 1. The president and vice-president of each branch, and, in branches numbering 150 members and upwards, the assistant secretary shall be chosen by a majority of the members present at the general summoned meetings in March and September, except in the American and Canadian branches, in which the elections shall take place the last meeting night in November.   |
| Qualifications.      | No member, except in new branches, shall be elected as president, vice-president, or assistant secretary who has not been in the Society 52 weeks successively.   |
| Duties of president. | 2. The president shall preside over all meetings connected with the branch, sign all minutes, and see that the business is conducted with propriety and order. He shall, when the auditors deliver their report, inquire of them whether the accounts of the branch have been correctly and intelligibly kept, and whether they have fulfilled all the duties imposed on them by rule. If the report receive the approval of the branch, the president shall affix his signature thereto before retiring, and the copy thus signed shall be |

sent to the General Office. He shall, when necessary, sign credentials for the branch secretary in the event of the latter officer being appointed to act in any other representative capacity. He shall read, or appoint a member to read, the correspondence of the past fortnight and arrears notice, as supplied by secretary. Should it occur that the president or vice-president, or both, are absent, their offices shall be filled by election from the members present. He shall not be allowed to vote on any question affecting the government or business of the branch unless there be an equality of votes, when he shall give a casting vote. On all general questions submitted to the votes of the members throughout the Society, the president will be entitled to vote, but on no occasion can he give two votes. All fines by these rules imposed, unless otherwise specified, shall be imposed by the branch president.

Voting and  
powers of  
president.

3. The vice-president (in branches not having an assistant secretary) shall take the minutes of the business transacted at general meetings, and shall read from the cash book a detailed account of the income and expenditure for the previous fortnight.

Duties of  
vice-presi-  
dent.

4. The assistant secretary, in branches having one, shall take the minutes of all general meetings, and read the detailed account from the cash book of the income and expenditure for the previous fortnight.

Duties of  
assistant  
secretary.

## RULE VII.

### BRANCH SECRETARY.

Qualifica-  
tion and  
election of  
secretary.

1. The secretary of each branch must be a full member, and shall be nominated on the meeting night previous to his election, such election or re-election to take place annually, in accordance with Rule II., on the meeting night for the election of officers in December, except in the Australasian, American, Canadian and South African branches, which shall elect their officers in September, and branches which, by their excessive distance from the General Office, render it necessary to elect the secretary and referee earlier. The names must be forwarded in time to be issued with the list of corresponding officers for the ensuing year. The secretary shall have been in the Society four years successively (except in new branches) before he can be elected to office. No member shall act as secretary who keeps a public or beerhouse.

Publican  
disquali-  
fied.

Duties re  
entry of  
contribu-  
tions and  
levies.

2. The secretary shall attend the meetings of his branch, and on the general meeting nights he shall enter all levies, contributions, and arrears deducted from benefits in the book provided for that purpose, also in the members' contribution cards, and sign the same. He shall also post the dates, amounts, and names of each levy. He shall keep the accounts of his branch in a clear and intelligible manner, and keep all documents, accounts, books (bank book and check book excepted), and papers belonging to his branch

Duties re  
accounts.

in such form, manner, and place as the branch may appoint, and shall conduct such correspondence as belongs to his office. He shall have the check book at the conclusion of the audit, for the purpose of transferring the names and arrears of members to the forthcoming quarter. He shall, where practicable, send one notice to all members who are 15s. in arrears, and a further notice when 21s. in arrears, in addition to posting their names in the meeting-room. He shall also post the names of excluded members for three successive meeting nights in a conspicuous place in the meeting-room, and shall, if practicable, notify in writing every member so excluded. He shall furnish the president with a programme of the business to be brought before the meeting, as far as may be practicable.

Duties re  
arrears and  
business  
of branch.

3. The branch secretary, on the admission of any candidate, shall issue for him an entrance card, and enter in the entrance book and card the amounts paid by or on account of such candidate, before and after his admission, until the whole entrance fee has been paid. He shall send all proposition forms to the General Office within one month after admission or rejection. He shall make out all cheques for the payment of every item of expenditure incurred by the branch. He must deduct all contributions and fines due, owing from members declaring on benefit, and, on the following meeting night, shall enter the amount so deducted in the

Duties re  
entry of  
members.

Duties re  
members  
declaring  
on benefits.



contribution book and in the member's contribution card, also the number of days exempt from contributions during the quarter. He shall fill up all clearances and travelling cards, shall attend to the vacant book of his branch, and shall be held responsible for advancing more than two days' donation to any member on travel. He shall summon committee, special, and general meetings, and take the minutes of the same. He shall supply the branch tellers with a list of the names and numbers of the branch, when such list is required for ballot votes, and he shall also write out the credentials, *i.e.*, certificates of identity and election for Executive Councilmen and delegates, stating the length of time they have been members of the Society, and their financial position.

Duties re  
summoned  
meetings  
and elec-  
tions.

4. He shall, monthly or oftener, report to the General Secretary (such report to arrive at the General Office not later than the second day of each month), giving the state of trade in his district, the number and departments of trade to which the members belong who are out of employment, and those in receipt of benefit, and shall state if there is a probability of men being wanted.

Duties re  
quarterly  
report.

5. The secretary shall prepare a report at the end of each quarter (ending on the last meeting nights in March, June, September, and December) containing a detailed account of the income and expenditure as set forth in the forms provided for the purpose, the total



amount of arrears, with the average per member on the last meeting night of the quarter; also the number of members in the branch, and the number and names of those who have been admitted or excluded during the quarter, together with other information as to age, trade, married or single, so that such particulars may be compiled and kept at the General Office for the purpose of reference, for superannuation or otherwise.

6. He shall prepare a yearly report, ending on the last meeting night in December. The American and Canadian branch secretaries shall send in their accounts in £ s. d. as well as in dollars and cents. (The Australasian, American, Canadian and South African branch secretaries shall close their financial year at the end of the September quarter.) With the yearly report he shall send to the General Office the whole of the auditors' names for the year, so that they may be published with the branch accounts, and also a duplicate of the financial statement contained in yearly report, also the names and addresses of the secretary, referee, treasurer, and trustees, and that of the club house, and the nights of meeting, within the first three days after the election in December (except in the cases of Australasian, American, Canadian and South African branches, which shall be within three days after the election in September). If secretary of a branch where there is no district committee, he shall

Duties re  
yearly  
report.

*Duties re  
supplying  
general  
information*

supply to the General Secretary such information as to trade customs and rates of wages as may from time to time be required by the Executive Council. He shall send, with the quarterly and yearly reports, the names of all who have been excluded, with the causes of such exclusion.

*Re Exclu-  
sions.*

*Re Date of  
quarterly  
and yearly  
reports.*

7. The secretary shall send in the quarterly and yearly accounts, duly signed by the auditors and branch president, to the General Secretary within eighteen days of the close of each quarter and year, but in no case shall he forward the same without first submitting them to the branch meeting for approval.

*Re Un-  
employed.*

He shall, at least once in each week (or oftener if necessary), furnish to the registrars a list of the unemployed members in the branch (on sheets supplied by Executive Council), so that a complete list may be accessible to members or others in search of men to fill situations.

*Re Altera-  
tion of rule.*

He shall forward to the General Offices, in accordance with Rule XVIII., all suggestions which have been adopted by the branch for alteration of rule.

*Re Record  
of benevo-  
lent grants.*

He shall enter a record of all benevolent grants as they are paid to members of his branch . . . . and, in the event of such members being transferred to other branches, he shall enter the record on the clearance form.

*Re Record  
of accidents*

He shall enter notification of accidents in branch minute book, order the payment of

funeral benefit, and notify the General Office on the death of a member of his branch.

He shall also forward the name and address of the member of his branch who is appointed for the purpose of distributing the *Monthly Journals*. He shall supply the branch referee with a copy of the *Monthly Report*. He shall instruct the sick stewards on its being necessary for such officer visiting a sick member, and in conjunction with them shall have power to allow sick members to remove.

*Re Journal  
salesman.*

No secretary shall be allowed to take any member's contributions out of the branch meeting, except those of sea-going and registered members, or such as are remitted by post. Money so left or remitted must be paid into the branch at the first regular meeting thereafter. In the Colonies, America, and other places where the conditions are such that members find it impossible to regularly attend branch meetings, the local Council shall have power to make a rule suitable to the conditions, subject to approval by the Executive Council.

*Re Contri-  
butions  
paid out of  
branch.*

For neglecting any of the duties enumerated in the foregoing clauses, the secretary shall be fined 5s. For sending a fraudulent or wilfully inaccurate report, he shall be fined £3, not allowed to hold any office again, or may be excluded from the Society.

*Penalties  
for neglect.*

8. Should it be necessary for a secretary (or other member) to absent himself from his employment—if he lawfully may—to obtain

*Re Obtain-  
ing men.*

men to fill situations which may be vacant, he shall be remunerated at the rate of wages he is then receiving, irrespective of overtime and piecework. He shall also receive third-class return railway, tram, omnibus, or ferry fares. In the Colonies and America the fares shall be at the lowest rates recognised by Europeans. Such expenses to be submitted to the first meeting of the branch for its approval or otherwise. Any member imposing on the Society in reference to these expenses shall refund the money improperly obtained, and be fined 5s.

Penalties re  
imposing.

Resignation  
or removal.

9. Any secretary wishing to resign office shall, if possible, give to his branch one month's notice. Any secretary's conduct being found unsatisfactory by a summoned meeting of the branch, convened for that purpose by the president, committee, or referee, shall be liable to be removed from office upon receiving notice from such summoned meeting, and shall deliver up, immediately on demand, all books, papers, and other property of the Society to the trustees of the branch. No secretary shall be allowed to act either as treasurer or trustee of his branch, neither shall he, under any circumstances, draw money from the treasurer for the purpose of paying members or otherwise. In no instance shall he receive his salary until his books have been audited and found correct. The branch secretary's salary shall be paid quarterly by the branch treasurer, on

Barred fr'm  
other offices

Salary.

Basis on  
which paid.

receipt by him of an order, countersigned by the branch auditors, for the number of members belonging to his branch on the last meeting night in each quarter. All cheques paid by the branch treasurer after the last meeting night in any quarter must be considered expenditure for the following quarter.

The scale of secretaries' salaries shall be as follows :—

Members.	Per Annum.				Per Quarter.			Intermediate Members Per Quarter Per Member.	
	£	s.	d.		£	s.	d.		d.
10 ...	1	17	6	...	0	9	5	...	5
40 ...	4	7	6	...	1	1	10	...	4
70 ...	6	11	3	...	1	12	10	...	4
100 ...	8	15	0	...	2	3	9	...	3
130 ...	10	12	6	...	2	13	1	...	3
190 ...	13	15	0	...	3	9	0	...	2
250 ...	16	5	0	...	4	1	3	...	1
300 ...	17	5	8	...	4	6	5	...	1

In no case, however, shall secretaries be paid for more than 300 members.

## RULE VIII.

### BRANCH REFEREE AND HIS DUTIES.

1. A referee shall be appointed annually at Election of the meeting for the election of officers in December (with the exception of Australasian, American, Canadian, and South African branches, in which he shall be elected in September), whose address shall be sent

- Duties.** to the General Secretary within the first three days after election. His duties shall consist in answering any communication that may come under his notice, consequent upon the neglect of the secretary in not attending to the correspondence connected with his office. Whenever he receives any such communication he must submit the same to the following branch meeting. When transacting business he shall be paid the same as other branch officers. If he neglect any of the
- Payment.** duties of his office he shall be fined 2s. 6d.
- Penalties.** On leaving office he shall deliver up all books, papers, and other property of the Society he may hold.

## RULE IX.

CHECK-BOOK KEEPER, MONEY STEWARD,  
DOORKEEPER, AND SICK STEWARD.

- Election of.** 1. The check-book keeper and money steward shall be elected at general summoned meetings on alternate quarterly nights, and shall each continue in office for six months. (In branches having only 70 or less number of members, the check-book keeper shall act as money steward.)

**Duties of check-book keeper.** The check-book keeper shall check the cards, shall enter the amount in the branch check book, and shall be answerable for all moneys entrusted to him.

**Duties of money steward.** The money steward shall receive all payments from the members and enter the amount taken in a book provided for the purpose,

and be answerable for all moneys entrusted to him, but on no consideration shall he take the Society's money away from the branch meeting-room. On each settlement with the treasurer he must, before paying him the amount advanced, see that the treasurer's name is signed across the face of each cheque and pay sheet, on the back of which the money steward shall also sign his own name in evidence of the treasurer having been paid the amount stated. He shall also insert the income and expenditure in his book, and balance the same each meeting night.

2. Doorkeepers shall be elected at summoned meetings, and shall act for three months, except in branches having two doorkeepers, when they shall serve six months, and be elected alternately, non-free members being eligible for election. They shall attend all meetings and assist the other officers in any business of the branch. The inside doorkeeper shall at all meetings keep the door closed when any member is speaking. He shall not admit any member who is not known to him unless such member produce his contribution card, or obtains some other member to answer for his membership, nor shall he admit any member in a state of intoxication, and on no account shall he take money from a member outside the branch room on summoned meeting nights.

Door-keepers;  
number and  
duties of.

3. Branches shall have a discretionary power as to the number and mode of appointing

Sick  
stewards;  
number and  
duties of.



their sick stewards, and any full member shall be liable to be called upon to serve as such when he has been in the Society twelve months. A sick steward shall visit the sick once in each week, or oftener if the branch think it necessary, except in cases where the member is afflicted with an infectious disease, in which case his medical attendant shall be consulted. But in all cases where there is no infectious disease, the sick member must be seen by the sick visitor. The sick stewards shall, when necessary, remit sick, superannuation, or donation benefit, and shall receive 2d. for each remittance, but the cost of remitting donation and superannuation benefits, must be deducted from those benefits. They shall report every visit personally, or in writing, to the secretary once in each week, and to the branch on the meeting night. They shall be provided with a book, which must be signed by the sick member each time he is visited (or, if he is not able to sign, by his friends in his presence), the date he is visited being noted therein. They shall pay the sick member as early as possible on Friday evening, unless he reside more than two miles from the clubhouse, in which case he shall be paid not later than Saturday at 6 p.m. But if a sick member resides over two miles from his own or any other branch, his sick pay may be sent by post. For neglecting any of the duties enumerated in this clause a fine of 6d. will be imposed.

Signing of  
book.

Time of  
payment of  
sick benefit.



4. A sick steward shall receive 3d. for each visit paid to a sick member, and shall be held responsible for all moneys entrusted to him. He shall attend on regular meeting nights at the time appointed by each branch, report how he found the sick, and produce the sick book to the president, who shall examine and sign the same. For non-attendance he shall be fined 1s, unless a satisfactory reason be given to the members on the following meeting night, but should he be unable to fulfil his duties through sickness, leaving the district, or any other cause the secretary shall appoint another member to fill his office until the next meeting of the branch.

Payment of  
sick  
stewards.

Penalties  
for neglect.

## RULE X.

### AUDITORS.

1. Each branch in single branch districts shall elect two auditors, and a provisional auditor, each of whom shall serve for twelve months, one of whom shall retire in June and the other two in December. (In Australasia, America, and South Africa the elections shall be in March and September.) They shall be elected at summoned meetings in the months mentioned.

Election of.

In districts comprising two or more branches each branch shall elect the auditors, and send the names to the District Committee. The committee shall then appoint two auditors and a provisional auditor to audit the accounts of each branch in the district, all the auditors being used for the purpose.

Qualifica-  
tion  
and dis-  
qualificat'n.

Auditors shall have been members of the Society for two years, except in new branches. No president, secretary, vice-president, check-book keeper, assistant secretary, money steward, sick steward, trustee, or treasurer shall be eligible to audit the accounts of their own branches. **Immediately before the election, the 2nd and 3rd clauses of this rule shall be read by the president to the meeting.**

Duties re  
audit.

2. Branches must be most particular in their selection of auditors, so as, if need be, confusion and mistakes in the books may be arrested and fraud prevented being practised upon the Society. Their duties shall be to audit the income and expenditure of a branch for the quarter in which they are elected, and also for the three following quarters, these to be the accounts of any branch to which they may be sent by the District Committee if in districts of more than one branch. These duties shall be carried out according to the instructions set out for auditors' guidance in the

Manual.

Manual issued for that purpose, **which they must obtain from the branch secretary.** They shall, in the course of the audit, examine all the books kept by the branch or its officers, and the branch bank book. They shall report whether such books have or have not been correctly and properly kept, and whether or not members' contributions have been properly entered in the contribution and check

Contribu-  
tions.

books and correctly added and transferred, with any income arising from fines, to the cash book. They shall also see that members' names have been properly transferred at the end of the quarter to the new books, and the contributions, fines, and levies, if any, owing from them to the Society properly transferred. They shall examine the expenditure of the branch, whether relating to benefits, payments to other branches, the General Office, the District Committee, or other incidental expenses, together with the published list of travellers in monthly reports, all of which they must check carefully and compare with vouchers. They must demand receipts and vouchers for every item of expenditure and money deposited, and see that the interest thereon is duly entered in the branch accounts. They shall also examine the account of every member who has been on benefit, and shall see whether or not every such member was entitled under these rules to receive benefit.

Expenditure of branch.

Receipts and vouchers.

Benefits.

3. They shall examine the quarterly and, during the audit for the last quarter of the year, the yearly report of the branch secretary, and, on being satisfied of its correctness by examination of all necessary documents, shall sign the same; and shall then counter-sign an order on the branch treasurer for the secretary's salary. At the meeting next following the audit they shall read the quarterly or yearly reports to the branch. Such reports shall contain a statement of the

Quarterly and yearly report.

receipts and expenditure during the last quarter, of the money in the hands of the branch at the commencement and conclusion of the quarter or year, and any other necessary information relative to the accounts, or the way in which the same are kept.

Time of  
aud.t.

4. All audits must commence within eight days after the close of the quarter, and the two auditors shall attend during the whole aud.t.

Penalties  
for absence  
and neglect.

5. If a satisfactory reason for absence be not given to the branch, the auditor who was absent shall be fined 2s. 6d. If any auditor who has been engaged in the audit be absent from the quarterly meeting without satisfactory reason being assigned, he shall be fined 1s. If any auditor be proved to the satisfaction of a branch meeting to have wilfully neglected any of the duties imposed by this rule, he shall be fined 2s. 6d.

Payment of  
auditors.

6. Each branch auditor shall receive . . . . : Third-class return travelling fare if residing over two miles from the clubhouse. . . . . He shall be paid according to the following scale. If at the end of the quarter there are

			s.	d.
Not more than	25 members	...	2	9
"	50	"	3	6
"	100	"	4	3
"	150	"	5	0
"	200	"	5	9
"	250	"	6	6
Up to or over	300	"	7	3

The above to be paid quarterly, and shall

be paid to the provisional auditor if called upon to act in the absence of the auditor first selected by the committee.

All branch officers (including provisional auditor if called upon by the District Committee), secretary, and treasurer (if a member), who may be required to attend the auditing of the accounts, shall receive the sum of sixpence each for such audit.

#### LIST OF BOOKS FOR AUDITORS.

List of  
books to  
examine.

Contribution and Check Books.

Proposition and Entrance Book.

Cash Book.

Bank Book and Deposit Receipts.

Money Steward and Treasurer's Books.

Donation Check Book and Sheets.

Sick and Superannuation Check Books and Sheets.

Benefit Book and Sick Steward's Books.

Registration Book ; also Book for Fines.

Vacant Book and Minute Book.

Residence and Wages Book.

Declaration Book.

District Committee's Check Book.

List of Travellers in Monthly Reports.

Benevolent Grant Book.

#### RULE XI.

##### BRANCH TREASURERS AND TRUSTEES.

1. The treasurer of each branch shall be a householder, and shall be elected annually, on the summoned meeting night for the election of officers in December, and shall

Qualifica-  
tion,  
election and  
removal.

## Duties.

Signing the  
bond.

## Payment.

be subject to dismissal if not giving satisfaction to the branch. But it is not requisite that the treasurer be a member. His duties shall be to pay all cheques signed by the secretary which have the branch seal thereon; but in no case shall the treasurer advance money to the secretary on any cheque presented by him unless such cheque be signed by one of the auditors, or countersigned by the president or vice-president. The branch shall advance any sum requisite to defray the expenses from meeting night to meeting night, upon a bond signed by the treasurer; the said sum, or any balance thereof that may be in hand, to be produced to the auditors at each audit. (Treasurers to whom money is not advanced shall also sign a bond in accordance with Rule III., clause 6, and the amount and date when such bond is signed shall be entered in the minute book at the time of each election.) The treasurer shall be provided with a book in which he shall enter the amount of checks and moneys paid on account of the branch. For his services he shall receive a fixed salary, as follows: 2s. 6d. per quarter in branches having ten members, increasing at the rate of 8d. for every ten up to 300 members.

## EXAMPLE.

Members.	Per Quarter.	Members.	Per Quarter.
10 .....	2s. 6d.	40 .....	4s. 6d.
20 .....	3s. 2d.	50 .....	5s. 2d.
30 .....	3s. 10d.		

And so on to 300, £1 1s. 10d. per quarter, or £4 7s. 4d. per year.

2. Each branch shall elect five trustees on the first summoned meeting night in December (Australasia, Canada, America and South Africa in September), the duties of whom are laid down in Rule XXXIII.

## RULE XII.

### VACANT BOOKS.

1. Each branch shall be provided with a vacant book, which shall be kept as the branch may direct, and in which there shall be kept a list of shops, and the address of the registrar. A list of shops and meal hours shall also be kept by the secretary of each branch, except in towns where more than one branch exists, in which case it shall be left to the discretion of the District Committee how, and in what place, such list shall be kept. How kept.

2. Every member out of employment who is in receipt of donation, and residing within two miles from the clubhouse or vacant-book office, must each day (Sundays and usual district holidays excepted) sign his name and place the number of his contribution card in the vacant book, in ink, or answer to the vacant-book keeper where the vacant book is so kept; but should any member reside more than two miles from any clubhouse or vacant-book office, he shall sign every alternate day (Sundays and the usual holidays of the district excepted), at such hours as each District Committee may When signed.



**Exemptions.**

appoint, but not later than five o'clock in the evening or twelve o'clock on Saturday. If the member reside five miles, but less than ten, from the clubhouse or vacant-book office, the regulation of his case shall be left to the discretion of the branch; but in no case shall any such member sign less than once a week. In the case of members distant ten miles and upwards, the branch may use its discretion, but in every such case the member must send in a certificate weekly, signed by two members or two respectable householders, testifying that he is unemployed. In countries outside the United Kingdom, District Committees shall have power to regulate the time of attendance and distance to travel to sign the vacant book. In the event of a member having contagious sickness in his family he shall be exempt from signing for the time being, on the production of satisfactory evidence to the secretary. Any strange member wishing to use the vacant book shall produce a travelling card or a certificate of membership before being allowed to do so. No secretary shall be allowed to grant leave to any member to omit signing the vacant book, except in the case of such as may be going a distance in search of employment. Any member neglecting to sign as specified shall for each neglect lose his day's allowance.

**Strange members signing.****Penalties for non-observance.****Reading of book at branch meetings.**

3. The vacant book shall be brought up each branch meeting night, and the names of the members signing the same read over at



the meeting, and all members signing must attend the branch meeting at least once each month or be fined 1s. - Whenever a member knows of a vacancy, or leaves one situation to go to another, or if he give or receive notice to leave his employment, he shall give information, in writing, to the secretary of the branch to which he belongs, and to the nearest branch secretary or vacant-book keeper, within 24 hours, or be fined 2s. 6d. for each neglect, unless a satisfactory reason be given to the branch. Any member commencing work must inform his branch secretary, also the nearest branch secretary where he is at work, in writing, within 48 hours, and also give his rate of pay within three days after receiving the same or be fined 1s. The last sentence relating to members notifying secretaries shall be printed on pence cards.

Notifica-  
tion of  
vacancy or  
of starting  
work.

4. There shall be central vacant-book offices in Glasgow, Leeds, Liverpool, and Manchester. There may be also central vacant-book offices established in Newcastle-on-Tyne, Belfast, Cardiff, Bolton, Birmingham, Oldham, Melbourne and Sydney, or at either of those places, provided that a majority of the members in either of them vote in favour of such at any time. In each case the duties of the vacant-book keeper shall be to forward to each branch secretary in his district a statement of the attendance at vacant book of their respective members once each week; he shall also post in the vacant-book office a record

Central  
book offices.

Duties of  
central  
book  
keeper.

of the members sent to situations and the branch to which they belong. He shall keep a correct account of all income and expenditure of his office, and his report shall be audited at the end of each quarter by auditors appointed alternately by each branch in the district, who shall examine all vouchers and receipts and report to their next branch meeting, such auditors to be paid for their services the same as District Committeemen. The accounts so audited shall be forwarded to the General Office in time for the quarterly and yearly reports. The vacant-book keepers (except those of Melbourne and Sydney) shall be paid quarterly, on a graduated scale as follows, viz., £20 per annum for the first eleven branches or part thereof using the vacant book, and £5 for each succeeding seven branches, with house rent, coal, and gas free. Such salary shall include all reasonable expenses in connection with the office, the rooms of which shall be kept clean and in order for branch and other meetings for which they may be required. He shall be elected every three years, in December, and shall be under the control of the District Committee. Candidates for this office shall be nominated by the various branches at least six weeks before election, and shall have at least a membership of four years' standing. The names shall then be printed and submitted to the various branches at least four

*Re Accounts*

*Re Reports.*

*Payment of book-keeper.*

*Election of.*

*Qualifications.*

weeks before election, which shall take place at meetings of the branches in each district summoned for that purpose.

The vacant bookkeepers at Melbourne and Sydney, in the event of offices being set up at those places, shall be paid such an amount as may be sanctioned by the Executive Council. The amounts so allowed shall cover the whole cost of maintenance of the offices in question.

5. Where practicable all branches within two miles of vacant-book office, shall hold their meeting therein, in preference to any other premises. Vacant-book offices may be connected with the central telephone office of their district, if approved of by the Executive Council.

Branches  
meeting in  
vacant book  
offices.

6. In any town where there are three or more branches, but no vacant-book office, a register shall be kept, which shall contain the names of members out of employment, their address and the branch they belong to, also class of work accustomed to, the same to be under the control of the local District Committee, who shall appoint an officer to attend the same, and whose name, address, and place where register is kept shall be placed in list of corresponding officers. His duties shall be to answer any application for men that may be wanted.

Register of  
un-  
employed.

Districts in towns of large area (where no vacant-book office exists) shall have power to appoint more than one central register if

requisite. The member or members appointed thereto shall be paid the sum of 2s. 6d. for each branch per quarter comprising such central register, the appointment and payment to be made by the District Committee.

Control of. The register shall be kept in such manner and place as the District Committee may annually determine, and which, in the opinion of the committee, will best serve the objects intended by this clause, namely, getting members speedily into situations.

## RULE XIII.

### DISTRICT COMMITTEE.

Constitu-  
tion of  
committee. 1. In districts having more than one and up to seven branches, seven members shall form a District Committee, each branch to be represented as near as practicable according to their numbers. In districts of more than seven and up to eleven branches there shall be one District Committee-man for each branch; in districts of a number of branches from eleven up to 22 the number shall be eleven, and the branches shall be grouped by the District Committee for the purposes of election; and in districts where there are more than 22 branches there shall be one District Committee-man for each two branches. Single branches in closely adjoining towns shall be grouped with existing District Committees, or new districts may be formed by the Executive Council. All branches within a radius of ten miles may constitute

a district, providing the outlying branches are willing to affiliate to such committee. A majority of the members of any District Committee shall form a quorum, but when Majority to form quorum. unable to form a quorum the members present shall be paid as if a meeting had taken place.

2: District Committees shall have full control of vacant-book offices, district registrars, and vacant-book keepers in their districts, but no member of a District Committee may act as a vacant office auditor.

They may pass resolutions on all matters here following, which on approval by the Executive Council, but only with such approval, shall be binding upon all members working within the respective districts, and shall be enforceable by fine not exceeding £3, by suspension from benefits, or by expulsion from the society. They shall also allocate the holidays in their respective districts, as laid down in Rule XXVI., clause 5.

District Committees shall have no jurisdiction in matters of branch business (except in conjunction with branches in connection with local levies), but shall have power Re Wages, hours, and conditions. (subject to the approval of the Executive Council) to deal with and regulate the rates of wages, hours of labour, terms of overtime, piecework, and general conditions affecting the interests of the trade in their respective districts. In respect to resolutions which are disapproved by Executive Council, the Council

*Re Negotiations.*

shall give a detailed statement of the reasons for such disapproval to District Committee or committees concerned. They may enter into negotiations with employers in their respective districts, with a view to having shops worked exclusively by our members. In seaport towns they shall have control over and fix the rate of wages for sea-going engineers. Systematic overtime shall not be allowed in any district, and District Committees should see that this is strictly enforced, and also minimise overtime as far as possible.

*Re Overtime.*

Systematic overtime shall be defined by District Committees in each district. Committees shall be allowed to appoint sub-committees from their own body, and to send deputations—chosen either apart or from their own body—to employers in their districts on questions likely to cause disputes, with a view to an amicable settlement of the same; and in cases of emergency they shall have power to appoint deputations to interview employers, or their officials, prior to the sanction of the Executive Council being obtained. Such deputations, unless by sanction of the Executive Council, shall not consist of more than three members, and, together with sub-committees, they shall be paid the same as District Committee-men.

*Re Sub-committees and deputations.*

3. The president and secretary of each District Committee shall be elected by ballot every twelve months by the majority of

members in the district. Nominations shall take place six weeks prior to annual election of officers, so that second ballot where necessary shall be completed by December 31st. The officers shall retain office till their successors are appointed. The president and secretary, Powers officers. or a majority of the committee, shall have the power to summon the committee whenever they deem it necessary. Members neglecting to attend shall be fined 1s. unless a satisfactory reason be given. The president or secretary shall not be entitled to vote except in the event of the votes being equal, when the president shall give a casting vote.

4. In the case of shop disputes, the District Committee shall have power (with consent of Executive Council) to take a vote of the members of the district upon the advisability of assisting the strike committee in the district by a local levy; such levy not to exceed 6d. weekly during such dispute, except in America and the Colonies, where the maximum shall be 2s. 6d. The Committees shall also have power to direct branches in their districts to summon meetings to take votes for or against striking a levy for the support of members of the Society upon local governing bodies, the amount of such levy to be stated by the Committee when levy is asked for, but it shall not exceed 6d. per member per annum, and shall not be in force for more than three years without a second vote being taken. In the Power of committees re levies.



Australasian and South African Colonies local District Committees shall (independent of general levies raised in accordance with Rule XVII.) have power to direct branches under their jurisdiction to summon meetings to take the vote of members upon the desirability of striking a levy of the district for the assistance of other trade societies, or towards the election expenses of direct Labour candidates to Parliament, or payment of local secretaries; no such levy to be in force for a longer period than 13 weeks without a further vote of the members in the district being taken, and separate levies shall be struck for each and all of the objects herein mentioned, and the votes of the members taken separately upon each portion.

Powers of  
committees  
re shop  
stewards  
and pay-  
ment of.

5. Committees may also appoint shop stewards in workshops or departments thereof in their respective districts, such stewards to be under the direction and control of the committee, by whom their duties shall be defined. The stewards shall report at least once each quarter on all matters affecting the trade, and keep the committee posted with all events occurring in the various shops, and they shall be paid 3s. for each quarterly report; namely, 2s. for duty performed, and 1s. for attendance and report to committee, these to be payable by the District Committee. If it is necessary for stewards to attend other meetings of the committee they shall be remunerated the same as witnesses attending committee meetings.



6. District Committees shall also have power to call aggregate meetings, or shop meetings, upon trade questions, and should any such committee be authorised by the members at an aggregate meeting to endeavour to improve the conditions of labour in the district, they shall make inquiries as to what distance such action would affect our members, and should they find that there are members of the Society outside the district working under conditions which would tend to prevent an improvement of the conditions of those members inside, they shall report to the Executive Council, who shall consider the propriety of allowing the formation of a temporary joint committee, formed of representatives from the two or more committees.

Powers of committees re aggregate meetings.

7. In the case of a shop dispute the members shall not leave their employment without the approval of the District Committee. In such disputes where any sections of the amalgamation can with advantage be exempt from being drawn out, their special cases shall be investigated with a view to the best interest of the Society being conserved. A District Committee shall also have power to fix special rates for young members working in shops where they have served their apprenticeship for two years thereafter, and shall also have power to veto the admission, subject to the sanction of Council, of any candidate who has been excluded from a branch in the district for acting contrary to

Powers of committees re young members, disputes and veto of candidates for admission.

Voting on  
general  
district  
disputes.

the Society's interests. No general strike shall be entered upon in any district affecting the whole of the members unless carried by a majority of three votes to two of the members voting of said district, and no settlement shall be decided upon unless accepted by a majority. The vote must be taken by ballot. The Executive Council, having given the District Committee permission to take such a vote, shall have no power to interfere with its operation.

Qualifica-  
tion of  
committee-  
men.

8. Members of the District Committee shall have been three years in the Society previous to election. No member shall be eligible who is not working at the trade, under the conditions laid down by the District Committee (members on benefit

Election of.

excepted). They shall be elected half-yearly, on the nights when the branch officers are appointed, the majority and minority retiring on alternate quarterly nights, subject to re-election. Each District Committee-man shall give a detailed report of the committee's proceedings (except such as are not at the time to be reported) to his branch or the branches he represents at the branch meeting next following that on which the committee meeting was held; failing to do so he shall be fined 1s., unless a satisfactory reason be given. For divulging the business of the committee previous to reporting to the branch or branches he represents he shall be fined 5s. When more than one branch is represented

Penalties.

the District Committee shall decide how the reports are to be given. The members of the committee shall be allowed the sum of 1s. for each meeting, and, in the event of the place of meeting being two miles or upwards from their residence, they shall receive third-class return railway, omnibus, or ferry fares (except in America and the Colonies, where the fares shall be as provided for in Rule 7), and witnesses summoned shall, at the discretion of the committee, receive similar payment. Witnesses failing to attend, after being duly summoned may be fined in such sum as the committee may determine. such fine not to exceed 5s. Branches shall have control over their own District Committee members, and may remove them if dissatisfied with their conduct.

Payment of.

Payment and penalties of witnesses.

Power of branch.

9. The secretary of each District Committee shall send in a report to every branch in his district on or before the night of the election of officers, stating the number of meetings, if any, held during the quarter, and how often each representative had attended. He shall submit his accounts for audit to the branch, giving expenses; and shall notify to the branches that have to elect new members the night upon which their election shall take place, and state the department of trade followed by members of the committee who are not retiring. He shall also inform each branch in the district within three days, of the approval of the Executive Council of any

Secretary's duties.

resolution of the committee affecting any shop or shops in the district, and shall report to the Council from time to time as found necessary; for neglect of any of these duties he shall be fined 1s. In districts where there are four branches or under, the secretary shall be paid the sum of 1s. 6d.; over four and up to eight branches, 2s.; over eight and up to twelve, 2s. 6d.; and over twelve branches, 3s. for each meeting he attends. He shall also receive in addition 1s. per quarter per branch in the district. If he be required to attend on the appointment of his successor he shall receive 1s. In district where there are more than two branches, no branch secretary shall be district secretary.

Penalties.

Payment.

Single  
branch  
committees

10. If in any locality there be only one branch, the branch committee shall act as, and shall be, the District Committee, and be paid the same as other District Committees for all meetings reported to the Executive Council. The branch secretary shall in such case receive the sum of 1s. 6d. for his attendance.

Referee.

11. Each District Committee shall appoint annually a referee apart from its own body to whom references can be made in any case of neglect. He shall be remunerated for any meetings he may be called upon to attend at the same rate as a District Committee-man. The names of such referees shall be printed with the list of corresponding officers.

Committee  
investiga-  
tion.

12. If a member is charged with any offence and investigation is made by the District

Committee, he shall have the right to summon witnesses for his defence. If he is fined or otherwise penalised his branch secretary shall be informed by the district secretary within fourteen days of approval of Executive Council, and such secretary shall in turn inform the secretary of committee within four weeks, in writing, that such fine or other penalty has been imposed.

## RULE XIV.

### EXECUTIVE COUNCIL.

1. There shall be an Executive Council, Location and number which shall sit in London, and shall consist of eight members, including the chairman. Councilmen shall be nominated by and from the eight divisions as set out at the end of this rule. Each shall be nominated from the Constitu- district in which he has worked and resided tion. for the twelve months immediately preceding such nomination, but each shall be elected by the vote of the whole Society. They shall be elected for periods of three years, and shall be eligible for re-election, four retiring at intervals of eighteen months. The chairman shall Nomination of chairman be nominated by the members from the Council, and shall be elected by the vote of the whole Society, the term of his office as chairman to run concurrent with that of his office as councilman. Each councilman Salaries. shall be paid a weekly salary of £2 15s., excepting the chairman, whose salary shall be £3 per week, and each shall be allowed one

**Duties of  
chairman.**

week's holiday per year. The chairman shall preside over all Council meetings, read all letters which require to be submitted to the Council, see that the business is properly conducted according to rule, sign the minutes of each meeting, and all bills sanctioned by the Council, and in conjunction with the General Secretary, see to the carrying out of the provisions of the rule for the discharge of Executive Councilmen's and officials' duties, and the imposing of fines and penalties for non-fulfilment. \* He shall also attend all conferences with the employers, and shall prepare and present the case for the Society at such conferences. He shall conduct the correspondence in connection with the business which is dealt with by Executive Council. He shall prepare and cause to be issued to each branch secretary once a month a report of Council's proceedings.

**Vote of  
chairman.**

The chairman shall only have one vote, and that a casting vote, when the votes are equal.

**Council's  
hours.**

2. The Council's hours of business shall be from 9 a.m. till 5 p.m., with one hour allowed for dinner, with the exception of Saturday, when the hours shall be from 9 a.m. till 12 o'clock. But in cases of emergency they may be called upon to finish the business in hand. Each member of the Council shall devote the whole of his time to the duties of his office, except by and with the consent of

the Council as a whole, as provided for in this rule. The necessary cost of his removal, when elected, shall be borne by the Society, on the production of railway and other receipts, such cost to cover travelling and transport expenses only. Should a Councilman be sick he shall receive during such sickness half-pay for three months, should it continue so long, and at the expiry of three months, should he continue ill, shall receive only the ordinary sick pay of the Society.

Removal  
expenses.

Sick  
allowance.

3. Candidates for the Executive Council must have been members for seven years, and must not be 10s. in arrears. They shall be nominated not less than twelve weeks, and shall take office four weeks after being elected. Nomination and election shall take place on general meeting nights summoned for the purpose. The schedules, and any testimonials which the candidates may desire to submit to the members, shall be issued from the General Office in time to allow an interval of at least five weeks between the date of receipt by secretaries and the date fixed for the return of votes

Qualifica-  
tion of  
Council-  
men.

Nomina-  
tion and  
election.

4. Any Councilman failing to attend the meetings or neglecting his duties, without giving a satisfactory reason, shall be fined 5s. for the first offence, 10s. for the second, and for the third he shall be reported to the Society, at the same time being given an opportunity to defend himself, and if deposed

Penalties  
for neglect.



Council's  
voting.

the General Secretary shall instruct the division he represents to nominate another in his place. In any case the particulars of such neglect shall be published in the following Monthly Report. Should a District Committee make a request for particulars of the Council's voting on any subject, the votes for and against, and by whom recorded, shall be furnished to the said committee.

Council's  
powers re  
printing.

Re Acquir-  
ing property  
and build-  
ing.

5. The Executive Council shall, subject to the rights reserved to the American-Canadian, Australasian, and South African Councils, have powers as following: They shall superintend all the printing and stationery, which shall be of British manufacture, and purchased from Trade Union or co-operative firms paying the standard time rate of wages in all their branches, and also in the sub-letting of the same. They may, if desired by the District Committee in such districts where vacant-book offices exist, acquire possession of the property in which such offices are situated. They shall also have power to erect dwelling-houses on any land that may at any time be in possession of the Society. These houses shall be let at reasonable rents, and preference shall be given to officials of the Society, but neither of them shall be let to return less than 5 per cent. interest on the investment. The money required for this purpose to be taken from the Superannuation Fund, and profits, if any accruing, to be returned to the same. They



may take the votes of the members at any time on the propriety of devoting part of the Society's moneys in co-operative undertakings, if, on their own initiative or on the proposal of any members, they may have a scheme to submit which may seem to contain the elements of success. They may send one or two representatives to annual or other meeting, as mentioned in clause 5 of Rule 2.

*Re Co-operative undertakings.*

6. A member of one of the London branches shall be appointed annually in the December quarter as referee to the Executive Council. He shall be nominated and elected by the whole of the branches comprising the London district, and reference may be made to him in any apparent neglect by the General Office officials, and he shall lay such complaints as may arise personally before the Executive Council, and demand any necessary explanation. He shall be paid 1s. 6d. for attendance at the General Office, in addition to compensation for loss of time, if any, with tram, ferry, or third-class return railway fare. Branch secretaries shall refer to him when the neglect of the General Secretary renders it necessary; he shall enter in a book an account of all business he transacts, and at the end of each quarter lay before the Council a full report from the same; the book shall also be laid before each representative meeting.

*Referee to general office: election, duties, and payment of.*

Council's  
powers re  
appeals.

7. The Council shall decide in cases of appeal, and such decisions shall be final, unless the branch or member is dissatisfied, when such branch or member may appeal to the Final Appeal Court, but appellants must first comply with the decision of the Council. In any case, however, where a branch appeals to the Final Appeal Court against an order for the suspension by the Executive Council of the said branch, such suspension shall not take effect previous to the appeal being heard, unless the branch has refused to remit equalisation or other moneys ordered by the Council in accordance with rule (the Council in no case to reduce the assets of the branch below the amount required to meet current branch expenditure) in which case the suspension will immediately take effect, notwithstanding the appeal; but in all cases the reasons for arriving at such decisions shall be clearly stated. Members only who vote in the majority against the order of the Council to be suspended.

Council shall divide the Society into electoral divisions for the purpose of setting up of delegate meeting.

Re Inter-  
pretation of  
silent rules.

8. In the event of any question arising on which the rules are silent, the Executive Council shall give a decision, and in the Monthly Report following, state particulars of the question and the decision thereon; but in no case shall they alter the established rules of

the Society. They shall consult the members whenever they deem it necessary on the propriety of raising or replenishing a contingent fund, a benevolent fund, legal assistance fund, Parliamentary fund, or a fund for granting assistance to our own trade or to other trade societies, and shall notify the branches when levies for accident rule payments must be charged, as well as make grants from such funds from time to time, according to their discretion, but the reasons for arriving at decisions shall be clearly stated to member or branches claiming. The votes shall be taken at branch meetings specially summoned for that purpose, and the majority of votes shall, in all cases, decide, members being exempt from payment in proportion to the number of weeks in receipt of benefit, also those earning wages for half the weekly hours of the district or less per week. The Council shall levy the members in the event of any strike in the engineering trades, so as to do away with extraneous collections. Such levy shall not exceed 6d. per member per week (in the Colonies and America 2s. 6d. per week), shall not be retrospective, and shall not be in force for more than one month without a vote being taken as to the continuation of the same. On the application of any District Committee, where a dispute is existing, the Council shall apportion a sum from above fund which, in their judgment, will meet the circumstances of the case, and

*Re Levies.*

*Re Dispute levies.*

*Apportionment of levies.*

the sum so apportioned shall be handed to the recognised strike committee for distribution. No levies shall be enforced unless by consent of the majority of the members voting, nor shall any levy continue in force longer than three months without a second vote of the members being taken, and no such moneys shall be applied to the relief of non-society-men. No grant exceeding £20 shall be made to any other society without a vote being first taken of the whole of the members. In dispensing the Benevolent Fund, the Council must take into consideration all cases of distress, whether members on whose behalf the appeals are made be working or not, and no inquiry shall be made through the printed matter as to whether or not the applicant has received relief from relatives or friends.

Duration of  
levies.

Grants to  
other  
trades.

Benevolent  
grants.

Record of  
benevolent  
grants.

They shall, however, also keep a record of all benevolent fund grants; and all previous grants from the fund shall be considered when application is made to them on behalf of a member. They shall also issue a benevolent grant book to each branch, so that the names of members receiving grants may be entered in the same and also entered in the clearance form of members on the latter being transferred from one branch to another.

Powers re  
new branch.

9. The Council, upon receiving an application from any branch or branches for the opening of a new branch or branches in any

particular district, shall refer the same to the District Committee of the district from which the application was received for their consideration, and if, after receiving a satisfactory reply from such committee, the Executive Council consider the same is necessary, shall instruct the chairman and secretary of the committee to attend to the opening of such branch or branches. But in any district or country where no branch exists, the Executive Council shall have power to authorise the opening of such ; and they may also, on the application of any branch or District Committee, appoint a deputation to visit any locality for the purpose of taking part in propagandist work in those districts where such may be considered beneficial. They shall also have power to admit members of sectional societies of trades mentioned in Rule I., if such members apply in numbers of not less than five, providing that the age of such applicants be not more than 35 years, and that they each pay the worth of the Society per head at time of admission. The terms of admission shall be regulated according to the worth of the Society per member, including the value of all its property. In case, however, of any of these members of sectional societies having been excluded from this society for acting contrary to its interests, their case shall be specially considered before they are again admitted.

Opening of  
same.

Propa-  
gandist  
work.

Admission  
of groups of  
members.

*Re Powers:  
Special  
audits.*

10. The Council shall have power, on report of General Secretary, to direct that special audits or examination of branch books be made when deemed necessary, such audits to be done by general secretarial staff, either locally or otherwise, as found most convenient. Council may institute legal proceedings against all officers or members who have in any way defrauded the Society, and against all trustees who may refuse to sign or deliver up to any person appointed by the branch or the Executive Council to receive the same, all bonds, cheques, or other documents which may have been entrusted to their care, or which require their signature, and they shall also have power to make an order upon any branch for money to discharge any bill or debt contracted by them on account of the Society.

*Re Legal  
proceedings*

*Election of  
General  
Trustees.*

There shall be five General Trustees, who shall be members of the London branches, and who shall be nominated and elected by the London members.

*Re Trustees  
and invest-  
ments.*

They shall hold office during the pleasure of the members, and vacancies occurring through death, resignation, or misconduct shall be filled in a similar manner to the first appointment. No general officer shall be eligible for General Trustee. The elections shall be conducted by the Executive Council, which body shall, together with such trustees, invest the moneys of the society as hereafter directed in Rules XXXI. and XXXIII. ; and may also equalise the same as laid down in Rule XXXIV.

11. The Council shall organise a department to be called the "Public Tenders Department," the duties of which shall be, in conjunction with the branch committees formed for the same purpose, to watch over the interests of the trade in the placing of contracts by municipal bodies. It shall be the duty of such department to initiate such measures as may be found necessary in order to let public bodies know the conditions of employment observed by the respective firms tendering, and to collate all information collected by the special branch committees bearing upon this business.

Duties re  
municipal  
contracts.

12. Councilmen shall render assistance in conducting the correspondence in connection with the business submitted to the Council, and in its proper arrangement and custody, but shall not be required to do any other clerical work whatever, all such devolving upon the General Secretary. They shall not be permitted to give in reports to any of the branches, but may take part in discussions that may take place on the Council's proceedings, and they shall be allowed to give a *resumé* of the Council's proceedings when seeking re-election. Reports of all officers must first receive the approval of Executive Council before being published in the monthly, quarterly, or yearly printed matter.

Duties re  
correspond-  
ence and  
reports.

13. The Executive Council shall take such steps as may be deemed necessary to give effect to the principle of Parliamentary

Duties re  
Parliamen-  
tary repre-  
sentation.



representation which has been endorsed by the members. To this end a vote shall be taken as to co-operation with other societies acting on behalf of organised labour, and also as to who should be the candidates. In the event of any member being selected who is at the time a general officer, the fact of holding such office shall not debar his candidature. In the event of such a member being successful at the poll, the Executive Council shall make such arrangements as may be necessary to ensure the work of said officer being properly performed, either by providing him with an assistant, or by declaring the office held by him vacant, and shall provide from the Parliamentary fund a sum of money for the maintenance of such elected member or members.

**Duties re  
Federation.**

14. If at any time it shall be considered necessary in the general interests of the trade to join any federation of kindred trades, the Council shall take a vote on the question; but no such scheme shall involve the Society in any pecuniary expense, without a special vote of the members. Council shall, however, have power to become affiliated with any association of kindred Trade Unions in other countries which has for its object the collecting and diffusing of information, or the initiation of steps towards closer international union. Delegates to Annual Meeting of Federation of Trade Unions shall be nominated and elected by members in the United Kingdom.



The Council may enter into conference with the Employers' Federation Executive with a view to an amicable settlement of any dispute that may arise in any district of the Society. But on no account shall they take any case from the district in which the dispute occurred to the Central Conference, unless requested to do so by the local District Committee, and then only after all local efforts have failed. The Executive Council, or anyone acting on their behalf, shall not be allowed to complete an agreement with any employer, or employers, concerning wages, piecework prices, or system of working unless the terms of agreement are first submitted to the district or districts affected. In all cases of disagreement between the district or districts affected, and the Executive Council, the whole case shall be submitted to, and decided by, the vote of the whole Society, to which both sides of the question may be put by each party concerned.

15. The Council may sanction the sending of special delegations from one district to another in cases of extreme emergency ; but no delegate shall be acknowledged in any locality without he produces a credential specifying the nature of his business. In all such cases as affect the interests of the members or those of the trade generally in which it may be considered necessary or beneficial to appoint special delegates to meet any employer or employers, or those acting on

behalf of employers, for the purpose of discussing any question at issue, not less than two members shall be so delegated.

Duties *re*  
suggestion  
book.

16. The Executive Council shall furnish each branch with a book in which to record any suggestions and particulars of voting on alteration of rule.

Nominating  
districts.

The following shall constitute the nominating districts referred to :—

### No. 1 DIVISION.

All Branches in Scotland.

### No. 2 DIVISION.

Beverley		Hartlepool	4th
Bishop Auckland		Hebburn	
Blaydon		Howdon	
Blyth		Hull	
Byker		„	2nd
Darlington		„	3rd
„	2nd	„	4th
Durham		„	5th
Felling		„	6th
Gateshead		Jarrow	
„	2nd	„	2nd
„	3rd	Leamington	
„	4th	Middlesbro'	
„	5th	„	2nd
Hartlepool		„	3rd
„	2nd	Newcastle	
„	3rd	„	2nd

DISTRICTS—*Continued.*

Newcastle 3rd	Stockton
„ 4th	„ 2nd
„ 5th	„ 3rd
„ 6th	„ 4th
„ 7th	Sunderland
„ 8th	„ 2nd
„ 9th	„ 3rd
„ 10th	„ 4th
„ 11th	„ 5th
„ 12th	„ 6th
„ 13th	„ 7th
Seaham	„ 8th
North Shields	South Bank
South Shields	Walker-on-Tyne
„ 2nd	Wallsend
„ 3rd	Wolsingham

## No. 3 DIVISION.

Bolton	Bury
„ 2nd	„ 2nd
„ 3rd	Chorley
„ 4th	Chowbent
„ 5th	Collyhurst
„ 6th	Failsworth
„ 7th	Farnworth
Bradford-cum-	Gorton
Beswick	„ East
Broadheath	„ 3rd
„ 2nd	„ 4th
Broughton	„ 5th

DISTRICTS—*Continued.*

Horwich		Newton	
„	2nd	Newton Heath	
Hulme		Openshaw	
Leigh		„	2nd
Longsight		„	3rd
Manchester		„	4th
„	2nd	Patricroft	
„	3rd	Pendleton	
„	4th	Radcliffe Bridge	
„	5th	Salford	
„	6th	„	2nd
„	7th	„	3rd
„	8th	„	4th
„	9th	Swinton	
„	East		

## No. 4 DIVISION.

Accrington		Birmingham East	
Ashton		Burnley	
„	2nd	Burton	
Bacup		Chadderton	
Bilston		Coalville	
Birmingham		Colne	
„	2nd	Dudley	
„	3rd	Dukinfield	
Birmingham	4th	Glossop	
„	5th	Great Bridge	
„	6th	Halifax	
„	7th	„	2nd

DISTRICTS—*Continued.*

Halifax 3rd	Oldham 9th
Hanley	Oswestry
Handsworth	Queensbury
„ 2nd	Royton
Haslingden	Ramsbottom
Hednesford	Reddish
Heywood	Rochdale
Hollinwood	„ 2nd
Huddersfield	Romiley
Hyde	Selly Oak
„ 2nd	Sowerby Bridge
King's Norton	St. George's
Leicester	Shrewsbury
Loughborough	Smethwick
Marsden	Stafford
Meltham	Stalybridge
Middleton	Stockport
Mossley	Stoke
New Mills	Todmorden
Oldbury	Walsall
Oldham	Warrington
„ 2nd	Wednesbury
„ 3rd	West Bromwich
„ 4th	Wigan
„ 4th	Witton
„ 5th	Wolverhampton
„ 6th	„ 2nd
„ 7th	

DISTRICTS—*Continued.*

## No. 5 DIVISION.

Barrow		Holyhead	
„	2nd	Kendal	
„	3rd	Lancaster	
„	4th	Leyland	
„	5th	Liverpool	
„	6th	„	2nd
„	7th	„	3rd
„	8th	„	4th
Birkenhead		„	5th
„	2nd	Macclesfield	
„	3rd	Northwich	
Blackburn		Preston	
„	2nd	„	2nd
„	3rd	„	3rd
Bootle		Prescot	
Carlisle		Runcorn	
Chester		St. Helens	
Congleton		Sandbach	
Crewe		Sandycroft	
„	2nd	Seacombe	
„	3rd	Southport	
„	4th	Sutton	
„	5th	Ulverston	
Dalton		Whitehaven	
Darwen		Widnes	
Douglas		Winsford	
Fleetwood		Workington	
Garston		Wrexham	

And all branches in Ireland.

DISTRICTS—*Continued.*

## No. 6 DIVISION.

Barnsley	Leeds 3rd
Batley	„ 4th
Beeston	„ 5th
Bingley	„ 6th
Boston	„ 7th
Bradford	„ 8th
„ 2nd	„ 9th
„ 3rd	„ East
Brighouse	„ West
Chapelton	Lincoln
Chelmsford	„ 2nd
Chesterfield	Long Eaton
Cleckheaton	Lowestoft
Colchester	Lynn
Derby	Mansfield
„ 2nd	Melton Constable
Dewsbury	Mexboro'
Doncaster	Newark
„ 2nd	New Holland
Gainsboro'	Normanton
Goole	Norwich
Grantham	Retford (Notts.)
Great Grimsby	Nottingham
„ 2nd	„ 2nd
Great Yarmouth	„ 3rd
Ilkeston	„ 4th
Ipswich	„ 5th
Keighley	Otley
„ 2nd	Penistone
Leeds South	Peterboro'
Leeds North	Ripley

DISTRICTS—*Continued.*

Stamford	Sheffield 6th
Rotherham	„ 7th
Selby	Shipley
Sheffield	Stanningley
„ 2nd	Thetford
„ 3rd	Wakefield
„ 4th	York
„ 5th	

## No. 7 DIVISION.

Ashford	Faversham
Belvedere	Grays
Battersea	Greenwich
Bermondsey	„ East
Blackwall	Hackney
„ 2nd	Hammersmith
Bow	Islington
Chatham	King's Cross
Gillingham	Kingston-on-
„ 2nd	Thames
Chelsea	Lambeth
Chiswick	„ 2nd
Clapham	Lewisham
Custom House	London East
Dartford	„ North
Deptford	„ South
„ 2nd	„ West
Dover	Maidstone
Erith	Manor Park
„ 2nd	Marylebone
„ 3rd	Millwall
Eltham	



DISTRICTS—*Continued.*

Northfleet		Tower Hamlets
Paddington		Vauxhall
Peckham		Victoria Docks
Plaistow & East Ham		Westcombe Park
Plumstead East		Woolwich
Redhill		„ 2nd
Rochester		„ 3rd
Sheerness		„ 4th
Slough		„ 5th
Southwark		„ 6th
„ 2nd		„ 7th
Stratford		„ North
„ 2nd		Willesden
„ 3rd		

## No. 8 DIVISION.

Aberdare		Bristol 4th
Banbury		Cardiff
Barry		„ 2nd
„ 2nd		„ 3rd
Basingstoke		„ 4th
Bath		„ 5th
Bedford		Chepstow
Bridgewater		Chippenham
Bridgend		Coventry
Brighton		„ 2nd
Bristol		„ 3rd
„ 2nd		„ 4th
„ 3rd		„ 5th

DISTRICTS—*Continued.*

Cowes		Portsmouth	
Crumlin		„	2nd
Dartmouth		„	3rd
Devizes		„	4th
Devonport		„	5th
„	2nd	Port Talbot	
Ebbw Vale		Reading	
Enfield Lock		Redruth	
Exeter		Redditch	
Frome		Rhondda	
Gloucester		Rugby	
Gosport		Southampton	
Hereford		„	2nd
Highbridge		Stroud-on-Thrupp	
Kidderminster		Swansea	
Llanelly		„	2nd
Luton		Swindon	
Merthyr		„	2nd
Neath		„	3rd
Newhaven		„	4th
Newport		„	5th
„	2nd	Tottenham	
Newton Abbot		Trowbridge	
Northampton		Two Waters	
Oxford		Watford	
Pembroke Dock		Wellingboro'	
Plymouth		Weymouth	
„	2nd	Woolston	
Poole		Wolverton	
Pontypriidd		Worcester	
Pontypool			

## RULE XV.

## GENERAL AND ASSISTANT SECRETARIES.

1. There shall be a General Secretary and Election of. four assistants, who shall be elected by the members. These officers shall be elected for three years, and shall be eligible for re-election provided they have conformed to the rules of the Society. But in the event of death, resignation, or removal from office taking place during the interim, an election shall take place, the appointment then made to be for the unexpired term.

2. Any member who has been in the Qualifica- Society for seven years successively, and is tions. not 10s in arrears, shall be eligible for nomination for the situation of General Secretary or assistant. Should a vacancy occur, nominations shall take place within four weeks, the period between nomination and election not to exceed four months. If any May be member appointed as General Secretary or removed assistant is proved (to the satisfaction of the if in- Council) not to have had the necessary competent. qualifications, or to have obtained his appointment or election by fraudulent proceeding, or not to have a full knowledge of the Society and its intentions, or not to be fully competent to correspond with the branches, or give instructions upon any particular subject which may be referred to him, in any of such cases his election shall be void (the particulars to be published in the following

Monthly Report), and the members shall elect a General Secretary or assistant as if no election had taken place.

Control of  
Council.

3. The General Secretary and assistants shall be, in all matters not specifically mentioned in these rules as devolving upon the former, under the control of the Council, which body shall in case of death, removal, retirement, or violation of the rules and regulations of the Society, appoint a member *pro tempore*, who shall officiate until the members elect another. The assistant secretaries and clerks shall be entirely under the control of the General Secretary. All office work shall be under his supervision and control. A book shall be kept by the General Secretary at the General Office, in which all the officials shall sign their names each day they attend, and he shall publish such attendance in each Monthly Report. Sick pay as per Rule XIV., clause 2.

Control of  
general  
secretary.

Duties of  
general  
secretary.

4. The General Secretary shall devote the whole of his time (except by and with the consent of the Council, as provided by previous rule) to the business of the Society, and attend the meetings of the Council; he shall, when required, read copies of answers sent to the various branches, and transact such other business as may be required. He shall also produce all books and papers belonging to his office to the auditors appointed for that purpose every six months. Should it be necessary for him to be absent from the office,

he shall make all arrangements for carrying on the business during his absence.

5. The General Secretary shall issue a Monthly Report, stating the condition of trade in each town, as received from the branch secretaries ; he shall, in conjunction with the Council, cause to be printed with such report the decision of any branch upon any case wherein the Society's rules are silent, if such decision be approved of by the Council. Such report shall contain a report of the proceedings of the Council as prepared by the Chairman. It shall also contain once a quarter the names of those excluded during the previous three months, and five copies shall be sent to each branch of 100 members, eight copies to branches with up to 150 members, and twelve copies to branches having up to 300 members. Two copies shall also be sent to each district secretary, vacant office, and registrar. He shall also issue a *Journal*, which may contain anything of interest to the members of the Society, and the pages of which shall be open to receive suitable contributions from members on matters appertaining to the welfare of our trade and organisation. Such *Journals* shall be saleable to members or others, as otherwise provided for, or as may be found expedient at discretion of General Secretary, who shall be held responsible for the conduct of same and shall be free to insert advertisements as a means of revenue. He shall keep a separate account

Re Monthly  
printed  
matter.

of all income and expenditure in respect to the same and publish them in the Yearly Report.

*Re Quarterly  
and Yearly  
Reports.*

6. The General Secretary shall compile Quarterly and Yearly Reports from the returns received from the various branches, as well as returns of the number of votes for and against, upon any subject that the Council may call for from time to time from the branches, and send a copy of the same to each branch of the Society; also a detailed quarterly account of the expenses, and in the Yearly Report an abstract of the proceedings of the Council, and for every twelve months, as from the first meeting in December to the last meeting in following, he shall issue a full report of the income and expenditure of the whole Society for the year, a statement of members placed on superannuation benefit, with a list of all the club-houses and the dates of meetings inserted therein. This Yearly Report shall be issued in the proportion of one to every two members, and in so far as it is distributed in the United States and Canada, shall contain a report of the American branches in American currency as well as in English, and it shall also contain, as separate items, the cost of printing, postage, and stationery for the whole Society. He shall also issue yearly, to all district secretaries throughout the United Kingdom, a return showing the rates of wages, hours worked, and general conditions

*Re Pro-  
ceedings of  
Council.*

*Re Number  
of Yearly  
Reports  
issued.*

*Re Returns  
re working  
conditions.*

obtaining in the various districts of the Society, with any changes of conditions which may have taken place during the year. Either of the reports may contain advertisements of technical, educational, trade, or co-operative subjects.

7. The General Secretary shall, by the eighth day of each calendar month, send to the secretary of every branch three advance copies of the Monthly Report, to the secretary of each District Committee one, to each vacant-book keeper one, and each registrar one, or be fined 10s. ; in like manner he shall issue each of the four Quarterly Reports within four weeks, or be fined 15s. ; and the Yearly Report within fourteen weeks, or be fined £1. A copy of the Yearly Report shall be sent as early as possible to each of the branches abroad by book post. He shall send the yearly pence cards of each branch at least four weeks previous to the first meeting in each year, or be fined £1. The Monthly Reports intended for those branches whose reports arrived at the General Office after the second day of the month, he shall send to the referees in order that the fine may be inflicted. He shall also make out and forward from time to time to the Registrar of Trade Unions all returns required by the Trade Union Acts, or to be required hereafter by any amendment of the same.

*Re Advance  
copies of  
reports.*

*Re penalties  
for neglect.*

*Duties re  
Registrar.*

8. The General Secretary shall forward by post a schedule to each branch on the

*Re Elec-  
tions.*

occasion of asking for nominations and voting in elections of members for the Executive or Final Appeal Court, for the Delegate Meeting, or Federation Meetings; also for the nomination and election of General or Assistant Secretaries, Organising Delegates, or any special conference or congress, for which votes are to be asked for by the Executive Council. He shall issue the rules as altered by Delegate Meeting, and shall publish the names and addresses of trustees, referees, and secretaries in a list of corresponding officers, which shall be issued.

*Re Altera-  
tion of  
Rule.*

*Re Travel-  
ing cards.*

*Re Applica-  
tion for  
men.*

*Re Manual  
for branch  
auditors.*

*Audit of  
General  
Secretary's  
accounts.*

The General Secretary shall also issue travelling cards for the use of the South African branches. He shall also transact such business belonging to the district where the Council may be held as they may deem necessary; he shall immediately answer all applications for men from branches; neglecting to do so, he shall be fined 5s.; and he shall authorise members that are on donation to be removed from one district to another, where there is a probability of employment. He shall issue to each branch a manual of instructions for the use of branch auditors, for guidance in the discharge of the duties appertaining to the latter office.

9. The General Secretary's books, receipts, and other necessary documents, shall be audited every half-year by a firm of chartered accountants, whose report shall be issued with the following Monthly, Quarterly, and



Yearly Reports. This to apply to General Office accounts only. The accountants to be appointed in the first instance by the general trustees, but subject to endorsement afterwards by the Final Appeal Court. The books concerning the Society as a whole shall be kept by the General Secretary at the General Office, and there shall be a registration book kept by the General Secretary, in which the name of each member of the Society shall be entered, stating when and where admitted or re-admitted, age, trade, married or not, as the case may be, and whether he has received any part of the funeral money.

Auditors' appointment.

Re Registration.

10. The General Secretary shall be paid a salary of £4 10s. per week, and shall reside on the premises of the General Office, rent, coal, and gas free. Each of the four elected assistants shall be paid £2 15s. per week.

Salaries.

Any member on being appointed General Secretary or assistant shall be paid the expenses attending the removal of himself and family from the place in which he resides to the place in which the General Office is situate on production of railway and other receipts, such cost to cover travelling and transport expenses only; and, if resigning, shall, if possible, give fourteen weeks' notice of such intention. The General and four assistant secretaries shall be allowed fourteen days' holiday per year. Other office assistants as required by the General Secretary shall be paid as agreed upon by the General Secretary

Removal of goods.

Holidays.

and President, and after sanction of the Executive Council.

Office  
hours.

11. The General Office shall be open from 9 a.m. to 5 p.m. (one hour out of this time for dinner), except on Saturday, when the hours shall be from 9 a.m. to 12 noon; the General Secretary so arranging that either he or one of his assistants shall be present during these hours. The books and names of the members of the Society shall be open to the inspection of any member or person having an interest in the funds of the Society during office hours.

## RULE XVI.

### ORGANISING DISTRICT DELEGATES.

Location.

1. The United Kingdom shall be divided into seven districts, in each of which an organising district delegate shall be located in such town as may be decided upon by the Executive Council. They shall be elected for three years, and be eligible for re-election. They shall be paid £2 15s. per week, with travelling expenses in addition, shall be allowed six days' holiday in each year, and sick pay as per Rule XIV., clause 2. Each district delegate shall be nominated and elected from and by that one of the seven nominating districts at the end of this rule in which he has worked and resided for the twelve months immediately preceding such nomination.

Nomina-  
tion and  
election.

2. Candidates for the office of organising district delegate must have been seven years members of the Society, and shall not be 10s. in arrears. They shall be nominated not less than twelve weeks, and elected not less than four weeks, before taking office. In the event of death, resignation, or removal from office, another election shall take place, the appointment then made to be for the unexpired term.

Qualification.

3. The organisers shall be under the direction of the Executive Council, to which body they shall immediately, or as early as possible, report all their transactions. They may be sent to any district where, in the opinion of the Council, their services are required to hold meetings for organising purposes, or to interview employers when a District Committee may deem it necessary and expedient. Delegates shall, when requested by any District Committee in their division, conduct negotiations with employers in the districts in which they are located, and promote the organisation of the trade in those districts. They shall report themselves to the secretary of the District Committee on leaving and arriving in the town in which they are located. Wherever practicable, they must act in conjunction with the secretary or other member appointed by the respective committee they are for the time being connected with, and shall not, under any circumstances, conclude on their own authority any

Control of Council.

Duties re interviewing employers.

Re Reporting absence

Re Attendance at committee meetings.

arrangement that will alter or affect any of the recognised conditions of the District Committee within the area in which they may be acting. They may act at the request of any District Committee, or attend, without payment, any district meeting when deemed necessary, but under no circumstances shall they enter into any negotiations in any district without the consent of the committee of such district. It shall also be their duty to generally look after the interests of the trade and to the increase of the membership of the Society.

Re Monthly Report.

4. Organising delegates shall also supply to the General Office, monthly, a return for insertion in the Monthly Report, showing the state of trade, rates of wages, etc., with general information relative to the district under their control. In the event of a general movement, they shall be entitled to attend the meetings of temporary committees which may be formed. They shall devote the whole of their time to the duties of this office only, excepting as provided for in Rule XIV., and must under no circumstances undertake any other duties. They shall initiate propagandist work in those districts that are under their jurisdiction, and shall report all irregularities which may come under their notice to the Executive Council.

Propagandist work.

Expenses of delegates.

5. When an organising delegate is on business 10 miles or upwards from his place of residence, he shall be paid the sum of

2s. 6d. per day as expenses, but when 20 miles from his home he shall receive 5s. per day, Sundays included and third-class return railway fare in addition. A detailed account of his expenses shall be certified by the district secretary, where the expenses have been incurred prior to payment by his branch, and submitted to the District Committee of the town in which he resides for approval. He shall give a summary account of his expenses for the Quarterly Report. He shall attend at District Committee meetings when requested to so attend. If he does not act in conformity with instructions laid down in this rule, the Executive Council shall have power to fine him the sum of 20s. for the first offence, 40s. for the second, and remove him from office for the third.

Report of expenses.

Penalties for neglect of duty.

6. The District Committee or Committees in any district, being impressed that the services of a local delegate would further the interests of our Society and the trade generally, shall, on receiving the sanction of the Executive Council, request the branches in their district to take a vote by ballot on the question, also as to levy in support of same; said levy (South African and American branches excepted) not to exceed 1d. per member weekly on the whole of the members in that district. In the event of the Executive Council refusing permission to take the votes of the members of the district, the District Committee shall have the right to appeal

Local delegate provision.

to the membership of the United Kingdom. The evidence of the District Committee as to the need of the delegate shall be placed before the members by the Committee, and through the medium of the Monthly Report. This delegate shall be under the control of the District Committee, and shall be elected for three years under the same conditions as laid down in clause 2 of this rule.

The following shall be the nominating districts for organising district delegates:—

#### No. 1 DIVISION.

All branches in Scotland and Carlisle.

#### No. 2 DIVISION.

All branches in Ireland.

Barrow	Bootle
„ 2nd	Chester
„ 3rd	Chorley
„ 4th	Chowbent
„ 5th	Congleton
„ 6th	Dalton
„ 7th	Darwen
„ 8th	Douglas
Birkenhead	Fleetwood
„ 2nd	Garston
„ 3rd	Holyhead
Blackburn	Horwich
„ 2nd	„ 2nd
„ 3rd	Kendal

DISTRICTS—*Continued.*

Lancaster		Prescot
Leigh		Runcorn
Leyland		St. Helens
Liverpool		Sandycroft
„	2nd	Seacombe
„	3rd	Southport
„	4th	Sutton
„	5th	Ulverston
Macclesfield		Warrington
Newton		Whitehaven
Northwich		Widnes
Oswestry		Wigan
Preston		Winsford
„	2nd	Workington
„	3rd	Wrexham

## No. 3 DIVISION.

Beverley		Hartlepool
Bishop Auckland		„ 2nd
Blaydon		„ 3rd
Blyth		„ 4th
Byker		Hebburn
Darlington		Howdon
„	2nd	Hull
Durham		„ 2nd
Felling		„ 3rd
Gateshead		„ 4th
„	2nd	„ 5th
„	3rd	„ 6th
„	4th	Jarrow
„	5th	„ 2nd

DISTRICTS—*Continued.*

Lemington		Seaham	
Middlesbro'		South Shields	
„	2nd	„	2nd
„	3rd	„	3rd
South Bank		Stockton	
Newcastle		„	2nd
„		„	3rd
„	2nd	„	4th
„	3rd	Sunderland	
„	4th	„	2nd
„	5th	„	3rd
„	6th	„	4th
„	7th	„	5th
„	8th	„	6th
„	9th	„	7th
„	10th	„	8th
„	11th	Walker	
„	12th	Wallsend	
„	13th	Wolsingham	
New Holland		York	
North Shields			

## No. 4 DIVISION.

Bilston		Bradford-c-B'wick	
Birmingham		Broadheath	
„	2nd	„	2nd
„	3rd	Broughton	
„	4th	Burton-on-Trent	
„	5th	Coalville	
„	6th	Collyhurst	
„	7th	Coventry	
„	East	„	2nd



DISTRICTS—*Continued.*

Coventry 3rd

,, 4th

,, 5th

Crewe

,, 2nd

,, 3rd

,, 4th

,, 5th

Derby

,, 2nd

Dudley

Failsworth

Gorton

,, East

,, 3rd

,, 4th

,, 5th

Great Bridge

Handsworth

,, 2nd

Hanley

Hednesford

Hulme

Ilkeston

Kidderminster

King's Norton

Leicester

Longsight

Loughborough

Manchester

,, 2nd

,, 3rd

Manchester 4th

,, 5th

,, 6th

,, 7th

,, 8th

,, 9th

,, East

Newton Heath

New Mills

Oldbury

Openshaw

,, 2nd

,, 3rd

,, 4th

Patricroft

Pendleton

Reddish

Redditch

Ripley

Romiley

Rugby

Salford

,, 2nd

,, 3rd

,, 4th

St. Georges

Sandbach

Selly Oak

Smethwick

Shrewsbury

Stafford

Stockport

DISTRICTS—*Continued.*

Stoke	West Bromwich
Swinton	Witton
Walsall	Wolverhampton
Wednesbury	„ 2nd

## No. 5 DIVISION.

Accrington	Chesterfield
Ashton	Cleckheaton
„ 2nd	Colne
Bacup	Dewsbury
Barnsley	Doncaster
Batley	„ 2nd
Beeston	Dukinfield
Bingley	Farnworth
Bolton	Gainsborough
„ 2nd	Glossop
„ 3rd	Goole
„ 4th	Grantham
„ 5th	Great Grimsby
„ 6th	„ 2nd
„ 7th	Halifax
Boston	„ 2nd
Bradford	„ 3rd
„ 2nd	Haslingden
„ 3rd	Haywood
Brighouse	Hollinwood
Burnley	Huddersfield
Bury	Hyde
„ 2nd	„ 2nd
Chadderton	Keighley
Chapletown	„ 2nd

DISTRICTS—*Continued.*

Leeds South		Oldham 4th
„ North		„ 5th
„ 3rd		„ 6th
„ 4th		„ 7th
„ 5th		„ 9th
„ 6th		Otley
„ 7th		Penistone
„ 8th		Queensbury
„ 9th		Radcliffe Bridge
„ East		Ramsbottom
„ West		Retford
Lincoln		Rochdale
„ 2nd		„ 2nd
Long Eaton		Rotherham
Mansfield		Royton
Marsden		Selby
Meltham		Sheffield
Mexboro'		„ 2nd
Middleton		„ 3rd
Mossley		„ 4th
Newark		„ 5th
Normanton		„ 6th
Nottingham		„ 7th
„ 2nd		Shipley
„ 3rd		Sowerby Bridge
„ 4th		Stalybridge
„ 5th		Stanningley
Oldham		Todmorden
„ 2nd		Wakefield
„ 3rd		

DISTRICTS—*Continued.*

## No. 6 DIVISION.

Aberdare	Highbridge
Barry	Llannelly
„ 2nd	Merthyr
Bath	Neath
Basingstoke	Newport
Bridgewater	„ 2nd
Bridgend	Newton Abbot
Bristol	Pembroke Dock
„ 2nd	Plymouth
„ 3rd	„ 2nd
„ 4th	Poole
Cardiff	Portsmouth
„ 2nd	„ 2nd
„ 3rd	„ 3rd
„ 4th	„ 4th
„ 5th	„ 5th
Chepstow	Port Talbot
Chippenham	Pontypridd
Cowes	Pontypool
Crumlin	Redruth
Dartmouth	Rhondda
Devizes	Stroud and Thrupp
Devonport	Southampton
„ 2nd	„ 2nd
Ebbw Vale	Swansea
Exeter	„ 2nd
Frome	Swindon
Gloucester	„ 2nd
Gosport	„ 3rd
Hereford	„ 4th

DISTRICTS—*Continued.*

Swindon 5th  
Trowbridge  
Weymouth

Woolston  
Worcester

## No. 7 DIVISION.

Ashford  
Banbury  
Battersea  
Bedford  
Belvedere  
Bermondsey  
Blackwall  
    ,, 2nd  
Bow  
Brighton  
Chatham  
Chelsea  
Chelmsford  
Chiswick  
Clapham  
Colchester  
Custom House  
Dartford  
Deptford  
    ,, 2nd  
Dover  
Enfield Lock  
Erith  
    ,, 2nd  
    ,, 3rd

Eltham  
Faversham  
Gillingham  
    ,, 2nd  
Grays  
Great Yarmouth  
Greenwich  
    ,, East  
Hackney  
Hammersmith  
Ipswich  
Islington  
King's Cross  
Kingst'n-'n-Th'm's  
Lambeth  
    ,, 2nd  
Lewisham  
London East  
    ,, North  
    ,, South  
    ,, West  
Lowestoft  
Luton  
Lynn  
Maidstone

DISTRICTS—*Continued.*

Manor Park	Stratford
Marylebone	„ 2nd
Melton Constable	„ 3rd
Millwall	Thetford
Newhaven	Tottenham
Northampton	Tower Hamlets
Northfleet	Two Waters
Norwich	Vauxhall
Oxford	Victoria Docks
Paddington	Watford
Peckham	Wellingboro
Peterborough	Westcombe Park
Plaistow	Willesden
Plumstead East	Wolverton
Reading	Woolwich
Redhill	„ 2nd
Rochester	„ 3rd
Sheerness	„ 4th
Slough	„ 5th
Southwark	„ 6th
„ 2nd	„ 7th
Stamford	„ North

## RULE XVII.

AMERICAN-CANADIAN, SOUTH AFRICAN, AND  
AUSTRALASIAN COUNCILS.

1. There shall be an American-Canadian Powers. Council, an Australasian Council, and a South African Council, vested with authoritative and administrative powers sufficient to enable them to protect the interests of our trade and to advance the interests of the Society on the American Continent, Australasia, and South Africa. Their duties shall be as hereafter set forth, subject generally to the rules of the Society and to the Executive Council.

2. The American-Canadian and South Chairman. African Councils shall elect their own chairman from the district in which the meetings are held. The Australasian members shall nominate and elect the chairman of the Australasian Council; term of office in each case to be for twelve months. The secretary of Secretary. the Australasian Council shall be elected by the votes of the Australasian members, shall be elected for three years, and shall be paid £35 per annum. Councilmen shall be Payment of Councilmen. paid the sum of 1s. 6d. for each meeting, and, if residing more than two miles from the place of meeting, they shall be paid the lowest return railway fare as per Rule 7 in addition. They shall be elected for a term of twelve months, an election to take place every six months, the

Qualifica-  
tion of  
Council-  
men.

majority and minority retiring alternately. Members must be at least seven years in the Society at the time of nomination. They shall be permitted to issue a monthly journal for the area under their respective jurisdictions if the members so desire it, but the financial arrangements for such journals shall be under the control of the Executive Council, and they may also, in accordance with donation rule, issue travelling cards to branches under their jurisdiction.

Powers *re*  
levies.

3. The American-Canadian, Australasian, and South African Councils may consult their members whenever they deem it necessary on the propriety of raising or replenishing a contingent fund, a benevolent fund, or a fund for granting assistance to our own and other trades, and, in the event of members granting such funds, shall disburse the same for the branches within their jurisdiction and the American, Australasian, and South African members shall not be liable to any other levies for these special funds. They shall estimate the amount realised by levy upon the same principle as is adopted by the Executive Council. They may open new branches, shall have power to issue a monthly report and an abstract of the financial reports of their respective branches, and shall purchase all stationery and books that may be required for the purposes of the Society in those countries. Copies of all their publications to be

*Re* new  
branches.



forwarded to the General Office of the Society. They shall also arrange to register travelling cards, and regulate the nomination and election of delegates. They shall have power to decide on disputed points of rule in all branches under their jurisdiction, and publish the same, and may also authorise the registration, as per Rule XXXV., of any of their members going to a state or territory where there is no branch of the Society.

*Re Reports  
cards, and  
elections.*

The amount raised in America and Australasia by superannation levy may be invested on mortgage of freehold properties, submitted by our members and in the names of the trustees of the American-Canadian and Australasian Councils, and under such regulations as may be passed by the same Councils, subject to the approval of the Executive Council.

The trustees of American-Canadian, Australasian, and South African Councils shall act in and for their respective countries in the same manner and with the same powers, subject to their respective councils, as the general trustees to the Executive Council, to which latter body all transfers of money must be reported as soon as possible.

4. The American-Canadian Council shall consist of seven members, residing and belonging to branches situated in the New York district area, and shall be nominated and elected by the aggregate votes of all the American and Canadian branches,

*Constitu-  
tion of  
American-  
Canadian  
Council.*

Powers *re*  
printing.

but no one branch shall be allowed at any one time to have more than one representative on the Council. They shall superintend the printing of rule books for the use of American members, such books to be printed in the American currency. They shall also have power to submit to the votes of their members for decision, the question: "How many cents. shall constitute the standard of American payments?" In no case shall this be more than 50 per cent. higher than in the United Kingdom.

*Re* pay-  
ments of  
contribu-  
tions.

*Re* New  
York  
Organiser.

New York  
office.

Sal'ary and  
expenses of  
Organiser.

American  
and  
Canadian  
Organisers.

5. There shall be an organiser at the disposal of the American-Canadian Council. He shall devote the whole of his time to Society business; he shall act as secretary of American-Canadian Council, and do all the work connected with and for that body; he shall have office room to accommodate American-Canadian Council and District Committee meetings, and shall have an office-boy to assist and take care of office in his absence. He shall be elected by and from the branches under the jurisdiction of the American-Canadian Council for a period of three years; salary to be 20 dollars per week, but when called ten miles and upwards from office he shall receive 1 dollar 50 cents per day as expenses (railroad, car, and ferry fares in addition). He shall be under the control of the American-Canadian Council, and render a strict account to that body. Such portions of his report that are of interest to the

Society shall be published in the Monthly Report.

6. The Australasian Council shall be located in Melbourne, and shall consist of seven members. It shall consist of members residing within 15 miles from place of meeting. They shall have power to make arrangements so that Australasian branches may take advantage of any Labour legislation which may be enacted in the Australasian Colonies. They shall also have power to submit to the votes of the Australasian members the question of the appointment of an organiser for Australasia, at a salary of £3 10s. per week, with fares as per Rule 7, and 3s. per day if over ten miles, and 6s. per day if over 20 miles from home. All communications to Executive Council from District Committees or branches in Australasia shall be forwarded through the Australasian Council.

Provision  
for  
Austra-  
lasian  
industrial  
legislation.

7. Either of these Councilmen neglecting his duties, without giving a satisfactory reason, shall for the first offence be fined 2s. 6d.; for the second offence, 5s.; and for the third offence, the Council having power to declare his seat vacant. A quorum of full Council to be in favour of same.

Penalties  
for neglect  
of duty.

8. The South African Council shall be located at such place as the majority of South African members decide, and consist of five members residing within 35 miles from place of meeting. They shall have power to make

arrangements so that South African branches may take advantage of any Labour legislation which may be enacted in the South African Colonies. They shall have power to submit to the votes of the South African members the question of the appointment of an organiser for South Africa at a salary of £25 per month.

The salary of the secretary of the South African Council shall be £30 per annum. He shall be elected by the votes of the South African members, and shall be elected for three years.

### RULE XVIII.

#### DELEGATE MEETING AND FINAL APPEAL COURT.

Delegate meeting, when to be held.

1. The Executive Council shall take the votes of the members in the year 1910 as to the advisability of holding a delegate meeting in the following year, and, in the event of that vote being adverse to the delegate meeting being held in such following year, the Council shall take the votes every year until it has been decided that a meeting shall be held. When so decided the Council shall then arrange for the members to nominate, and vote on places nominated, as to the place of meeting.

The delegate meeting shall consist of one delegate for every three thousand members of the home branches, and those abroad, excepting that there shall be one each for

Australasian and American-Canadian members.

The total number of members of the home branches stated in the June Quarterly Report issued previous to the delegate meeting being held to be taken as the basis.

Equal electoral divisions of the branches, as mentioned above, shall be arranged by the Council nine months previous to the meeting being held.

2. Every delegate shall be nominated at least ten weeks and elected at least six weeks previous to the delegate meeting at specially summoned meetings held for that purpose. The candidates who obtain the largest number of votes among the unsuccessful candidates shall be the provisional delegates, and either of them may be called upon to attend should the successful candidate be unable to do so. The voting shall be conducted as laid down in Rule 2. No member shall be eligible who has not been working at the trade twelve months prior to nomination, nor excepting he be a member of a branch in the division he seeks to represent, nor unless he be a full member of at least seven years' standing, or if he be a vacant office keeper, Executive Councilman, or local or organising delegate. The delegates when assembled shall elect a chairman, who shall, if practicable, be chosen from the members of the district where the meeting takes place, and after the meeting

Qualifica-  
tions of  
delegates.

has been duly constituted every member shall remain at the meeting until the business is concluded, unless a satisfactory reason be assigned for his leaving.

Proposals  
for altera-  
tion of rule  
or rules:  
how to  
proceed.

3. If in the opinion of any member or members any alteration of or addition to any rule or rules of the society be necessary, he or they may lay the proposed alterations before his or their respective branch or branches. If in the opinion of the members present the matter is of sufficient importance, a majority may direct that a summoned meeting be called to consider the suggestions, and at such summoned meeting a majority of those voting may adopt or reject the suggestions.

Method of  
dealing with  
proposed  
alteration  
of rules.

4. If the suggestions be approved by a summoned branch meeting, the secretary shall enter them in a book supplied by the General Secretary for the purpose, and forward them to the General Office in time to be printed, not later than six months prior to the Delegate meeting. Any branch initiating an alteration of rule may take steps to secure for it the support of two other branches, but no suggestion shall be considered by the delegate meeting except it has been approved by three branches. The Executive Council shall then publish the suggestions having the necessary support in the Monthly Report; and the Council may also at the same time, having a right equal

to three branches, put forward suggestions for the consideration of the members and, later on, the delegates.

5. The delegate meeting shall not have power to make, alter, or rescind any rule unless the proposed additions or alterations have been given notice of to the members of the branches. . . . Whatever is agreed upon at the delegate meeting shall be binding on all the members, but no delegate meeting shall have the power to abrogate any of the principles of the society, viz., Donation, Sick, Accident, Superannuation, or Funeral Benefits, except, thereafter, 40 per cent. of the membership vote in favour of the change.

Powers of  
delegate  
meeting.

6. On a requisition from 30 branches the Council shall take a vote as to whether or not a delegate meeting shall be called to consider any specified question or questions affecting the earnings or conditions of employment of the members. Such meeting shall be called, however, only if a majority of the members voting vote in favour of the same, and if 15 per cent. of the members of the United Kingdom record their votes. It shall consider only such question or questions as were contained in the requisition, but its decisions thereon shall be final and binding on the Executive Council. For the purpose of promptly constituting such delegate meeting, the members of the meeting held last before the

Provisions  
for calling  
special  
delegate  
meeting.



requisition shall form it, or failing any one of them, the member who had received the next largest number of votes in the contest for the position shall be called upon to take his place. But in all matters appertaining to home branches, only the United Kingdom delegates shall be called on.

### THE FINAL APPEAL COURT.

Final  
Appeal  
Court.

7. There shall be an Appeal Court consisting of delegates elected on a basis of one for every 6,000 members in the branches of the United Kingdom and abroad, excepting that America and Australasia shall be represented alternatively.

First  
meeting of  
Final  
Appeal  
Court.

8. The first meeting shall be held as from Whit-Monday, 1909, at Sheffield, and shall consider all appeals which reach the General Office at least four weeks prior and which are in order according to Rule 14.

Subsequent  
meetings of  
Final  
Appeal  
Court.

9. The Australasian members shall send a representative to the first Final Appeal Court meeting. Subsequent meetings shall be held at intervals of two years, or as may be determined by the first delegate meeting held after 1910. Time and place to be decided by the Executive Council or delegate meeting as the case may be.

Electoral  
divisions—  
Final  
Appeal  
Court.

10. The Society shall be divided in equal electoral divisions by the Executive Council nine months prior to the Final Appeal Court



meeting, special provision being made so that branches outside the United Kingdom may have time to record their votes. When assembled the delegates shall elect a chairman either from or apart from their own body, but, if possible, from the district. The General or Assistant Secretary shall be in attendance to take the minutes of the proceedings.

11. No member who is personally interested in any appeal shall sit on the Final Appeal Court, and any member using influence or asking candidates to either support or reject any appeal may be fined to the amount of 20s., and any candidate promising to either support or reject any appeal shall be disqualified.

Some disqualifications applying to candidates.

12. The duties of the Final Appeal Court shall be to consider and decide all appeals against the rulings of the Executive Council, and the decision then given shall be final their duties ending when they have decided the appeals. The Executive Council must see that all appeals are printed and placed in the hands of each delegate when the Final Appeal Court assembles.

Duties of Final Appeal Court.

13. The General Secretary shall issue within six weeks after each meeting of the Final Appeal Court a report of the proceedings of such Court, and such report, as well as of the delegate meeting, must be issued without comment and in numbers proportionate to 1 to 20 members.

Report of proceedings

## RULE XIX.

PAYMENTS FOR SPECIAL DUTIES AND  
DELEGATIONS.

For  
special  
audits.

1. Any member of the secretarial staff deputed on special audit work shall be paid if in the London district at the London District Committee Bye-Law rates, namely, sixpence per day additional to wage if under one mile from the General Office, and 1s. if under twelve miles, with time and fares daily. If more than twelve miles from the office special audits shall be paid as per next clause.

For dele-  
gate  
meeting.

2. Any member attending the delegate meeting or otherwise specially delegated shall be allowed 6s. per day as wages, and when travelling to or from the place of meeting on a Sunday he shall be paid his wages for that day. When any member so delegated is earning more than 6s. per day at day work, he shall be entitled to the same rate of wages as he is then earning; but in no case shall more than 10s. per day be paid as wages, except in the case of delegates from districts where the ordinary rate of wages is higher than that figure. All delegates shall be allowed third-class fare, except such as have to travel by water, for which the fare allowed shall be second-class. They shall receive 7s. per day as expenses, Sundays included, but if the place of business be less than ten miles from their place of residence they shall be paid 5s. 6d. per day, Sundays excepted. The

above expenses shall not apply to delegates from a distance whose travelling fare includes cost of living, who shall receive 3s. 6d. per day as expenses whilst so travelling. Nor shall they apply to local delegations of under ten miles, which shall be paid for at 3s. per day and travelling fares; nor to special auditing within twelve miles from the General Office. Doorkeepers and messengers shall be paid the minimum rate of wages of the town where the meeting may be held.

3. Any member delegated on the Society's business, and losing his situation in consequence thereof, shall be allowed the weekly rate of wages he was receiving before his discharge, subject to the approval of the Council, until he finds employment satisfactory to the members of his branch. He shall be paid the expenses of removing himself and family to where he obtains employment on production of railway and other receipts; such cost to cover travelling and transport expenses only. Should he obtain employment, and not succeed in keeping it for more than four weeks, he shall be entitled to his weekly wages; but in no case shall any member receive this benefit for a period longer than 52 weeks, after which he shall be entitled to donation benefit only. He shall attend the vacant book, or be liable to the same penalties as members in receipt of donation, and shall pay his contribution while in receipt of this benefit.

For special delegations.

## RULE XX.

## ADMISSION OF FULL MEMBERS.

Scale for  
full mem-  
bership.

1. The scale of entrances for full membership :—

			£	s.	d.
If not exceeding the age of	22 years		0	5	0
„	23	„	0	7	6
„	24	„	0	10	0
„	25	„	0	12	6
„	26	„	0	15	0
„	27	„	0	17	6
„	28	„	1	0	0
„	29	„	1	3	0
„	30	„	1	6	0
„	31	„	1	9	0
„	32	„	1	12	0
„	33	„	1	16	0
„	34	„	2	0	0
„	35	„	2	4	0
„	36	„	2	7	0
„	37	„	2	10	0
„	38	„	2	13	0
„	39	„	2	16	0
„	40	„	3	0	0
„	43	„	3	6	0
„	45	„	3	12	0

Mode of  
proposition.

2. Candidates for admission under this rule shall be proposed, seconded, and recommended by two members of the same department of trade, where such is practicable, on a branch meeting, and may be admitted at the next branch meeting. Proposition

fees may also be accepted at special open meetings of Society and non-society men, held with the approval of the Executive Council. Candidates may be proposed and seconded by members of any branch in any branch of the Society they may be desirous of entering. Who can propose.

3. Candidates up to 24 years of age must pay half their entrance money on the night they are proposed, together with 4d. for copy of rules, and the other half on the night of admission; above 24 years of age, 5s. when proposed, with 4d. for a copy of rules, and 5s. on night of admission; the remaining portion of the entrance money, if any, must be paid within 14 weeks of admission, except in the case of a candidate falling out of work, when the branch shall have power to grant an extension of time. Candidates 35 years of age and upwards shall be allowed 20 weeks to pay entrance fee, and in default of such payment shall cease to be members. Payment of entrance fee. Candidates for admission into branches outside the United Kingdom, if approved of by the branch where proposed, may be admitted without waiting for an answer, where such is necessary, from the home branches; at the same time their admission shall only stand good when such answer received is favourable. When admitted. Every candidate, on being admitted, shall be furnished with an entrance card, on which shall be entered all sums paid as entrance money, the whole of which must be paid

before any sum is received as contribution ; when the entrance money is paid he shall be supplied with a contribution card.

Concurrence of candidate.

4. Every person, before being admitted, shall express his concurrence with the rules furnished to him, and shall sign a form of proposition, which shall, on application, be given to his proposer by the secretary, containing all necessary particulars bearing upon his fitness to become a member. Candidates from 35 years of age or upwards

Certificates.

must produce a certificate of birth, or other satisfactory evidence of age, and where candidates have been members before, reference shall also be made to the books of the Society for previous admission for particulars as to age. Any ex-member, up to 35 years of age, who has been excluded for arrears may be readmitted, with the consent of the E C. and on agreeing to pay up all moneys owing to date of readmission. Such moneys must be paid within 26 weeks, when the member will be restored to his former position. But in all other respects the admission must be treated in the ordinary way and form duly filled in ; but no entrance fee shall be charged. These forms, together with the registry of birth, medical certificates, and all other documents relating to admission, shall be sent to the General Office to facilitate the keeping of the registration books. As soon as the entry is made, the register of birth shall be returned to the member, or rejected

Reinstatement cases

candidate. Rejected candidates shall have the proposition and entrance money they have paid into the Society returned to them, and the proposition forms, with the reasons stated for their rejection, must be forwarded to the General Office.

5. Each candidate for admission under this rule must be qualified for membership under the following conditions : He shall have served five years at one or more of the trades mentioned in these rules, except in countries where a less number of years' apprenticeship is the established rule ; or he shall have served three years in the workshop in addition to at least four years previously in the engineering department of a technical school ; or he shall have been a full member of another society, and having paid up all arrears in that society joins the A.S.E. within six weeks afterwards, in which case he shall be entitled to immediate benefits. In the latter event, however, the previous membership in the other society will not be reckoned as qualifying for superannuation. He shall be at least 19, and less than 40 years of age, except in the case of candidates who have previously been members and excluded for arrears, who may be admitted up to the age of 45. If he has been out of his apprenticeship for two years he shall be in receipt of the rate of wages ordinarily paid to the trade in the district, and if less than two years out of his apprenticeship he shall be in receipt of the wages laid down by the District

Rejected candidates.

Qualifications.

Re Apprenticeship.

Re Technical school.

Re Transfer.

Re Age.

Re Wages.



*The Ability  
and char-  
acter.*

Committee. He must be of good ability as a workman, of steady habits, and of good moral character. If an otherwise legally-qualified candidate falls out of work between the date of proposition and the date fixed for entrance, such fact shall not prevent his admission. Smiths having served their time in other than engine or machine shops shall be eligible for admission if they have worked five years at the trade and are good workmen and earning the minimum wage of the district in which they are employed. Members of other societies can be admitted in groups of not less than five, under conditions as set out in Rule XIV.

*Admission  
of groups.*

*Admission  
of appren-  
tices.*

Any apprentice may join as a full member within the last twelve months of his apprenticeship, provided he is at least 19 and not more than 23 years of age, and has already served four years' apprenticeship. Any such apprentice shall pay entrance fees in accordance with this rule, and contributions in accordance with Rule XXV., and shall be exempt from paying any levies, except superannuation, until he is out of his apprenticeship, but shall be in all other respects under the same conditions as those joining the Society as full members.

*Method of  
proposition.*

6. Members proposing and seconding any person to become a member shall do so verbally (excepting those provided for in clause 5), and attend on the night he is to be admitted to give all necessary information regarding his character and health. Failing



- to attend, unless a reasonable excuse can be given, he shall be fined 1s. Should the proposer and seconder be absent on the night of admission, their statements may be accepted in writing. If the person wishing to become a member did not serve his time at any place where there is a branch, the secretary of the branch he applies to shall write to the nearest branch to where he served his time for information, or he shall obtain a note from the employer, if practicable, stating the facts of such servitude. The branch written to shall forward the necessary information as early as possible. None shall be admitted without they can produce satisfactory evidence of their eligibility. Members knowingly proposing and seconding persons for admission contrary to these rules shall be fined £1.
7. The candidate shall be in attendance the night he is proposed, if residing within five miles of the branch he applies to; should he reside more than five miles from the branch, he will not be required to attend on the night he is proposed, but shall do so on the night the question of his admission is to be entertained, in which case he shall be admitted into the room and certify to the correctness of the particulars contained in the proposition form, and shall then retire until the question of his admission is decided upon. Every admission shall be decided by a majority of the members present. Should the candidate
- Proposer failing to attend.
- Information being required.
- Penalties for proposing ineligible candidates.
- Attendance of candidate.
- Majority decide admission.

reside 20 or more miles away, or in places outside the United Kingdom, then his proposition form shall be read up in his absence, if endorsed by two members of the society, and the candidate may be made a member in his absence.

Sea-going  
engineers.

8. Engineers going to sea may be admitted in their absence. Sea-going engineers and candidates going abroad as outworkers may be proposed and admitted on the same night, except those provided for in clause 7 of this rule. In cases where the candidate expects to sail before the next branch meeting night, he may be proposed and admitted by the branch committee, subject to the approval of the next branch meeting. Where the candidate has been in the society before, his proposer and seconder shall give the necessary notice to the secretary, who shall write and get every information regarding his character previous to his re-admission. The candidate shall in every case produce his indentures or other satisfactory evidence as to the length of time he has worked at the trade.

Admission  
of those  
previously  
members.

Disqualifi-  
cations re  
other  
societies.

9. No person shall be admitted a member who is at the same time a member of another trade society, except such membership of another society be but honorary, or except in the case of associated trades formed for their general protection. Any member entering any other kindred trade society shall be excluded, and forfeit all he has paid into

this Society except under special circumstances, when permission must be granted by the Executive Council. No person shall be admitted a member who is deaf or dumb, or who is ruptured, or has lost a limb, or who is subject to fits, or who is through imperfect vision obliged to wear glasses at his work, or who has lost more than two whole fingers from one hand, unless he can produce a medical certificate to the effect that his failing is not detrimental to him in his capacity as a workman. Persons who have lost one eye may, if the remaining one be good, be admitted up to the age of 30 years, but must produce a medical certificate in proof of the soundness of the remaining eye. In all these cases the medical certificates must be submitted to the Executive Council prior to the admission of the candidates.

*Re Deaf or dumb, loss of limbs, or fits.*

*Re Eyesight.*

10. The candidate before being admitted shall, if the branch deem it necessary, produce a certificate of health from such surgeon as the branch may appoint, the expenses to be defrayed by the Society. If it be certified that he is unfit to be a member of the sick benefit, he may be admitted, and entitled to all the benefits but that of sick, and shall pay into the society the sum of 2d. per week less than is paid as full contributions, and, when unable to follow his employment through sickness, he shall be exempt from payment of contributions altogether. The same examination and condition shall apply to members

*Certificate of health.*

*Re Provision for unfit.*

*Re* Recovery  
of sick.

of societies not having a sick fund joining this Society, who may be certified to possess a constitution unfitting them to be members of a sick society. If at any subsequent period a member, after medical examination, be declared to be of sound health and fit to be a member of a sick society, he shall be admitted and entitled to the sick benefit after having paid the full contribution for a period of 52 weeks.

Signing of  
proposition  
book.

11. Any person becoming a member shall, on the night of his admission, sign his name in the proposition book or legal bond provided for that purpose, and be 52 weeks in the Society before he is a free member, except in cases as otherwise provided. Any person agreed to be admitted shall enter within 14 weeks from such time, or forfeit what has been paid, unless a satisfactory reason be assigned for failure to enter; such cases shall be brought before a general branch meeting.

*Re* Notifica-  
tion of  
marriage.

12. Any member being single when admitted, and marrying at some future time, shall give notice to the secretary of his branch within four weeks or be fined 2s. 6d., and shall have no claim for funeral money for his wife until he produces proof of his marriage.

13. Any member who has left the Society in preference to paying fines inflicted or refunding benefits improperly received shall pay the same, the Council having power to

allow him a reasonable time to do so after being re-admitted. If any person, having been excluded, wishes to re-enter, but not in the branch from which he was excluded, the secretary of the branch he wishes to enter shall immediately, if his proposition be accepted, write to the branch he was excluded from to ascertain why he was excluded, and whether they have any objection to his re-admission. Before he be re-admitted, particular inquiry shall be made if he ever defrauded the Society or any of its members in relation to Society matters, or if he ever applied to any other branch for admission, and, if so, what branch; or acted in any way contrary to the Society's interests, and in the latter event, the sanction of the local committee of the district in which the offence was committed shall be obtained prior to admission. In the event of such being proved against him, he shall make restitution to the parties he has injured before he can be re-admitted. In all such cases the evidence shall be laid before the Council previous to admission or re-admission. If the inquiry be neglected, and the person be allowed to enter or re-enter without having given satisfaction he shall be excluded, and the amount he has paid shall be forfeited. The president and secretary shall be fined 2s. 6d. each for neglect of this inquiry.

*Re* Re-entry of those owing moneys or excluded.

*Re* District committee to be consulted on above.

*Re* Council's sanction.

14. Any person re-joining this Society shall occupy a position in all respects as if he had

Position of member re-joining.

never been a member except as provided for in clause 4.

Penalties  
for entering  
under false  
pretences.

15. Any person detected of having knowingly entered without possessing the aforesaid qualifications, or otherwise under false pretences, shall, when discovered, be excluded, and the money he has paid shall be forfeited.

#### ARMY AND NAVY ARTIFICERS.

16. Free members may retain their membership while serving as above, or candidates while in either of the services may become members, under the following conditions :—

(a) Payment of a fixed contribution of 1s. per week, and superannuation and accident levies ; new members to pay entrance fees, as per this rule.

(b) Entitled to accident, qualifying for funeral benefit, and time counted for superannuation, but not entitled to any other benefit.

(c) Disentitled to benefit when owing 12s., and excluded when arrears amount to 36s.

(d) No fines for arrears.

(e) New members will be entitled to benefits only after payment of above contributions for twelve months.

(f) Members being transferred must give notice to the branch secretary prior to entry under these provisions.

(g) On transfer from the conditions here laid down to ordinary full membership, notice

must be given to the branch secretary, and full contributions paid for three months before entitlement to full benefits.

### MEMBERS LEAVING THE TRADE.

If a member leaves the trade and follows other employment not connected therewith, his conditions of membership may be as follows :—

Members leaving the trade.

(a) Contributions 1s. per week and superannuation levies.

(b) Entitled to Sick, Superannuation, and Funeral Benefits, but not to any other benefits.

(c) Disentitled to benefit when owing 12s., and excluded when arrears amount to 36s.

(d) No fines for arrears.

(e) In case any such member transfers from such condition of employment back to the trade, he, on notice being given to his branch secretary, shall, on payment of full contributions for three months, be entitled to full benefits.

### RULE XXI.

*Any person working at any of the departments of trade mentioned in Rule I., and not provided for in Rule XX., may become a member if he has worked five years at the trade, and is in receipt of the usual rate of wages paid to his class in the district, or if*

Preface to special rules.



*he conforms to the conditions attached to admission under the terms of the rules here following :—*

**MACHINIST SECTION : FOR MACHINEMEN NOT OTHERWISE PROVIDED FOR.**

The scale of entrance fees for this section shall be as follows :—

			s.	d.
Scale for	At 20, and not exceeding 25 years of age		5	0
machinist's	„ 25, „ 30 „		7	6
entry.	„ 30, „ 35 „		11	0
	„ 35, „ 40 „		15	0

2s. 6d. shall be paid on night of proposition, together with 4d. for a copy of rules, and 2s. 6d. on night of admission, the remainder if any, to be paid within a period of ten weeks from the later date.

Contributions of.

The contributions shall be 10d. per week, subject to proportional increase, as per Rule XXV. Levies shall also be charged amounting to two-thirds of the amount charged to full members, excepting in the case of superannuation levy, which shall be a fixed one of 9d. per quarter, and of accident levy, which shall be half the amount charged upon full members.

How proposed.

Candidates shall be proposed and seconded by members of this or any other section, and in any branch of which they are desirous of becoming members, and their admission shall be subject, in matters not specifically mentioned in this rule, to the same conditions that attach to the admission of full members.



Every person joining this section must have been employed for two years consecutively as a machinist in the engineering trade. He must be at least 20. and not more than 40 years of age, and shall be earning the minimum rate of wages as fixed for his class by the local district committee, such wage-rate, however, to be not less than 70 per cent. of the standard rate as fixed for full members. Qualifications of.

The members of this section shall become free and entitled to benefit at the expiry of twelve months from date of admission. They shall be entitled to donation, sick, accident, superannuation, and funeral benefits, according to the scale here following, as well as to Benevolent, Contingent, Emergency, and Legal Defence Fund benefits proportionate to amount of levy paid :— Benefits  
Levies.

If unemployed, to 10s. per week for ten weeks ; 5s. per week for twelve weeks ; and 2s. 6d. per week for fourteen weeks. Unemployed benefit.

If a member of ten years' standing is sick, he shall be entitled to 10s. per week for ten weeks ; 5s. per week for sixteen weeks ; and 2s. 6d. per week as long as he remains ill. Sick benefit.

If he has been a member less than ten years, he shall be entitled to 10s. per week for ten weeks ; 5s. per week for sixteen weeks ; and 2s. 6d. per week for twenty-six weeks, when the benefit shall cease.

If a member of twenty-five years' standing has attained the age of 55, and is, by reason of age and infirmity, unable to earn his living, he shall be entitled to 5s. per week ; Superannuation benefit.

if he has been a member thirty years, he shall be entitled to 6s. per week; if thirty-five years a member, 7s. per week; and if 40 years, 8s. per week.

Accident benefit.

A member of this section shall be entitled to £50 on meeting with an accident, or on becoming afflicted in such a manner as to totally incapacitate him from earning his living, providing such accident or affliction is not the result of his own misconduct.

Funeral benefit.

On the death of a free member of this section, £8 shall be paid in accordance with the provisions of Rule XXXII. Any free member shall, on the death of his lawful wife, be entitled to the sum of £3, leaving £5 to be paid for his own funeral.

Application of general rule.

The conditions which shall disqualify a member from being entitled to these benefits, and the manner of claiming the same, shall be, in all respects not mentioned here, the same as those laid down in other rules.

Arrears disentitling

Any member of this section being 7s. in arrears shall be disentitled to sick, donation, or superannuation benefits until he reduce his arrears below that amount and for four weeks thereafter.

Penalties.

Any member being 12s. in arrears shall be disentitled to accident benefit, and if owing that amount at time of death his relatives shall not be entitled to funeral benefit. Any member being 7s. in arrears in June or December shall be fined 8d., and he shall be subject to the same penalties as mentioned in Rule XL. for the offences enumerated there.

Any member of this section who has worked five years at the trade, and is in receipt of the rate of wages fixed by the District Committee for full members, shall be transferred to full membership. He shall then pay full contributions and levies, and shall, after twelve months, be entitled to full benefits; but, in computing qualifying time for superannuation benefit, only 70 per cent. of his membership under this rule shall be credited to him. No further entrance fee shall be required on being transferred.

Members of this section shall be notified according to rule when 10s. in arrears, and shall be excluded when owing 18s., provided they have been duly notified previously of arrears.

## RULE XXII.

### ADMISSION OF APPRENTICES.

1. Any apprentice who has worked two years at any of the trades mentioned in Rule I., and who is not less than 17 or more than 20 years of age (except in the United States . . . . Canada, and Australasia, where such may be admitted into this section up to the age of 23), may be admitted as a probationary member, provided he is of good moral character, good health, and of average promise as a workman.

2. Any candidate may be proposed at an ordinary meeting by a full member of the Society, but may be seconded by an apprentice who has already joined the Society under

this rule ; the next branch meeting to accept or reject as thought fit. One shilling shall be paid on night of proposition, together with 2d. for a copy of rules, and 1s. on the night of admission. He must become a member within eight weeks of the date of his proposition, or forfeit all moneys paid. He shall pay 3d. per week as contributions, and shall be exempt from all levies. Any member neglecting to pay on the meeting night when he owes 3s. shall have no claim for benefit until he reduces his arrears below that amount, and for two weeks thereafter, and should his arrears amount to 6s. he shall be excluded.

**Entrance fee.**

**Contribution.**

**Arrears.**

**Benefits.** 3. Any member of this section who shall have been in the Society at least twelve months, and who is not disentitled to benefit according to the foregoing clause, being prevented from following his employment through sickness or accident, shall be entitled to the sum of 5s. per week for 26 weeks, and 2s. 6d. per week for 52 weeks, when the benefit shall cease. Any member unable to work through sickness must, if claiming sick pay, inform his secretary, in writing, within two days ; failing to do so, his claim shall only hold good from the day preceding the actual giving of notice. He shall be entitled to one-half contingent benefit, as specified in Rule XXVII., and exempted from payment of contributions in the event of suspension for six days or more

**Sickness.**

**Contingent.**

provided that such suspension is caused through no fault of his own. On the death of a member not disentitled to benefit, his nominee or next-of-kin shall receive the sum of £5 as funeral allowance. Funeral.

4. Any free probationary member being a patternmaker, millwright, or machine joiner, not disentitled by arrears of contributions, who shall lose his tools by fire or water shall receive compensation to the amount of (not exceeding) £5, provided in such case the member has taken reasonable precautions for their safety, and his branch is satisfied he has done so. Loss of tools.

5. Any apprentice who has attained the age of 19 years, and has been at least four years at the trade and twelve months as a probationary member, may apply to his branch to become a full member. He shall fill in the particulars comprised in the entrance form for full members, and sign his name in proposition book. The entrance form shall be forwarded to the Executive Council in the same manner as described in Rule XX. If the branch is satisfied that he is eligible for full membership he shall commence to pay contributions, in accordance with the provisions of Rule XXV. He shall not be considered a free member until the expiration of 26 weeks from the date when the branch decided to admit him to full membership, but he shall be entitled to receive benefit according to this rule during Transfer to full membership.  
Conditions afterwards.

Failing to  
transfer.

such period, provided he is not 10s. in arrears; and if he has been a probationary member for two years prior to transfer, he shall be entitled to half full benefits for the first 26 weeks thereafter. Any member neglecting to apply for admission to full membership within eight weeks from the termination of his apprenticeship, and after being notified by the secretary, shall be excluded from the Society, unless he can assign a satisfactory reason to his branch.

Rights re  
office and  
voting.

6. Members admitted under this section shall be allowed to attend branch meetings, but shall have no power of voting except in election of branch and general officers, or be themselves eligible for office, except as door-keeper or assistant secretary.

## RULE XXIII.

### ADMISSION OF TRADE MEMBERS.

1. The scale of entrances for trade membership shall be half the amount paid by full members of same age, as per scale:—

Scale of entrance.			£ s. d.		
			£	s.	d.
	If not exceeding the age of	31	0	14	6
	„ „	32	0	16	0
	„ „	33	0	18	0
	„ „	34	1	0	0
	„ „	35	1	2	0
	„ „	36	1	3	6
	„ „	37	1	5	0
	„ „	38	1	6	6
	„ „	39	1	8	0
	„ „	40	1	10	0

2s. 6d. shall be paid when proposed, together with 4d. for a copy of the rules, 2s. 6d. on night of admission, and the remainder within 14 weeks from date of admission. Contributions to be 10d. per week, subject to a proportional increase as per Clause 1 of Rule XXV. Mode of proposition shall be the same as laid down in Clause 2 of Rule XX.

Contribu-  
tions.

2. Every person joining this section must have been employed for five years consecutively at one or other of the trades mentioned in Rule I., and must not be less than 30 or more than 40 years of age, and earning the minimum rate of wages of the district in which he is working.

Qualifica-  
tions re age  
and wages.

3. Any trade member who has been twelve months in the Society, and whose arrears of contributions do not amount to 5s., leaving his situation under circumstances satisfactory to his branch, shall be entitled to 10s. per week for 14 weeks, 7s. per week for 14 weeks, and 5s. per week for 24 weeks, when this benefit shall terminate. On coming on benefit he shall be entitled to those amounts if he has not received any benefit for the twelve months before, but if he has received any portion of the benefits stated above he shall be entitled only to as much more as will make up 52 weeks, when the benefit will terminate. He shall not then be again entitled to donation until he has worked eight consecutive weeks at the trade and received

Donation  
benefit.

Termina-  
tion of.

Again  
qualifying.



the ordinary rate of wages of the shop or district in which he is employed.

Arrears and  
penalties  
for.

4. Any member neglecting to pay on the branch meeting night when he owes 5s. contributions shall forfeit all claim to donation benefit until he reduces his arrears below that amount and keeps them below for four weeks thereafter; but in all other respects members claiming or receiving donation benefit must comply with requirements of Rule XXVI.

Exemption  
while sick.

5. Members of this section are not entitled to sick or superannuation benefit, but if twelve months' members they are exempt from payment of contributions when prevented from following their employment through sickness (but shall comply with rule governing all other sick members) or want of employment, after receiving 52 weeks' donation benefit, upon production to the branch of satisfactory evidence to that effect.

Contingent  
benefit.

6. Members of this section will be entitled to contingent benefit in accordance with Rule XXVII.

Funeral  
benefit.

7. Upon the death of a member of this section, £5 funeral benefit will be paid, in accordance with clause 1, Rule XXXII., provided the arrears of said member do not exceed 10s. In the case of a registered member the arrears must not exceed 25s.



8. Members of this section are not eligible to hold any of the following offices, viz.: General Secretary, Assistant General Secretaries, District Delegates, Executive Councilman, or Branch Secretary, but they shall have power of voting in all elections for branch or general officers, and upon contingent, emergency, legal assistance, benevolent, or other levies in which they share.

Rights re  
office and  
voting.

9. Members of this section who owe 7s. are entitled to a notice, etc., as per Rule XXV. All members whose arrears exceed 5s. on the last meeting night in June and December will be fined 1s. for each neglect; and members who allow their arrears of contributions to exceed 13s. will be excluded.

Fines and  
exclusion.

10. In all matters not specifically dealt with in one or other of above clauses of this rule, members of this section are subject to, and must conform to, the rules of the society, all fines imposed for neglect of duty, etc., shall be imposed to the same amount for similar offences.

Application  
of general  
rules.

11. Any member of this section, under the age of 40 years, desiring to become a full member may apply at a meeting of his branch for liberty to do so; the branch to decide upon his application on the following meeting night. Should permission be granted, he must pay the difference between the entrance fee paid upon his admission and that to which he would have been liable if he

Transfer to  
full mem-  
bership.

had joined for full membership. He shall at once pay full contribution, but shall not enjoy benefits or privileges of full membership until he has paid full contributions for 52 weeks.

## RULE XXIV.

### TRADE PROTECTION MEMBERS.

Qualifica-  
tion.

1. Persons over the age of 21 years, following any of the branches of trade mentioned in Rule I., clause 2, may be admitted members of this section provided they have worked at least five years at any of the branches of trade mentioned in Rule I., clause 2, and are not eligible to join as full members under Rule XX., but must be working under conditions sanctioned by the District Committee. Members of this section shall be entitled to benefit in times of trade disputes, and to funeral benefit. Mode of proposition to be governed by Rule XX.

Entrance  
fee.

2. Candidates shall pay an entrance fee of 7s. 6d., 2s. 6d. of which shall be paid on the night of proposition, together with 4d. for a copy of rules, 2s. 6d. on the night of admission, and the balance within four weeks of date of admission. They shall pay a contribution of 4d. per week, and shall be in the Society twelve months before being entitled to the benefits hereinafter set forth.

Contribu-  
tions.

3. In the event of any member of this section leaving his situation by order of the District Committee or Executive Council, or

being locked out for refusing conditions which are considered unsatisfactory by those bodies, he shall be entitled to dispute benefit at the rate of 10s. per week for 14 weeks, 7s. for 14 weeks, and 5s. for 24 weeks, when this benefit shall terminate. Non-free members will be treated the same as non-free members in Clause 9, Rule XXVI. No member will be entitled to benefit whose arrears exceed 3s.

Benefit.

Arrears.

4. Upon the death of any free member, having joined before the age of 55, his nominee or nearest of kin shall be entitled to receive the sum of £5, provided the said member's arrears of contributions do not exceed the sum of 5s., but for any member joining after the age of 55 years, £2 10s., as funeral benefit, shall only be paid.

Payment to relatives at death.

5. Members of this section shall participate in Contingent, Emergency, Benevolent, and Legal Assistance Funds, and shall pay all levies imposed for those purposes.

Levies.

6. When unable to follow their employment through sickness they shall be exempt from payment of contributions upon production of satisfactory evidence to their branch, but shall comply with rule governing all other sick members, and, in the event of losing or leaving situations under circumstances satisfactory to the branch, shall also be exempt from contributions if unemployed for six or more days, provided they sign the vacant book as directed by the branch.

Exemption while sick.

Rights re  
office and  
voting.

7. They shall not be eligible for any office in the Society, except assistant secretary, vice-president, and doorkeeper; but they shall have power of voting in all elections for branch or general officers, and upon Contingent, Emergency, Benevolent, and Legal Assistance Fund levies.

Fines.

8. They must reduce their arrears below 3s. on the last meeting night in June and December (in Australasia, March, and September), or be fined sixpence for each neglect. They shall be entitled to a notice when their arrears exceed 6s., and should their arrears exceed 9s. they shall be excluded.

Exclusion.

Application  
of general  
rule.

9. In all particulars, not specifically dealt with in one or other of the clauses of this rule, members of this section are subject to and must conform with the rules of the Society, and all fines imposed for neglect of duty, etc., shall be imposed upon members of this section to the same amount for similar offences.

Special  
provision  
for New  
Zealand.

10. Notwithstanding the foregoing clauses competent tradesmen may, for the purpose of the New Zealand industrial legislation, be admitted in that country at any age from 21 years upwards. They shall pay an entrance fee of 5s. and subscriptions of 4d. per week. They shall have admittance to all meetings same as other members, and vote at election of officers. They shall participate in Contingent, Benevolent, and Legal Assistance

Funds. Members of this section shall have status in New Zealand only, but shall have the option of joining as full members up to the age of 45 years under rules.

## RULE XXV.

### CONTRIBUTIONS AND ARREARS.

1. Every full member shall pay at the rate of 1s. 3d. per week, unless otherwise provided for by these rules; but, when the General Fund is reduced to £4 per member, the contributions shall be increased by such sum per week as will sustain the funds at not less than that amount. At any time when 5 per cent., or less, of our members are unemployed, the Executive Council shall take the votes of the members as to the desirability of increasing the reserve fund by extra contribution, and such extra contributions shall not continue in force longer than twelve weeks without a second vote of the members being taken.
 

Rate of  
contri-  
butions.

When  
increased.

Subject to  
vote.
2. Any member neglecting to pay on the branch meeting night when he owes 10s. contributions shall forfeit all claim to donation, sick, and superannuation benefits, until he reduces his arrears below that amount, and keeps them below for four weeks thereafter; and the heirs of any member shall be entitled to any moneys which the said member had paid in advance at the time of death, plus the ordinary funeral benefit. Any non-free member under 35 years of age allowing
 

Arrears  
disentitling  
to benefit.

Moneys  
paid in  
advance.

Non-free  
members  
and arrears.

Non-free  
members'  
contribu-  
tions *re*  
benefit.

his arrears to exceed 40s., or over 35 years of age, to exceed 50s., shall be excluded, but all non-free members must reduce their arrears below 10s. one month before becoming free, or be subject to the same conditions as free members. Should any non-free member be thrown out of employment under circumstances satisfactory to his branch, and be unable to pay his contributions, they shall remain in abeyance until he again obtains employment; branches to have a discretionary power to grant extension for the payment of arrears accrued; but in no case shall he receive benefit until he has paid 52 weeks' contributions, unless withdrawn from his employment, or is involved in a strike or lock-out, and he must then pay contributions and levies.

When  
arrears  
count.

3. All contributions owing by members after the books are closed on ordinary meeting nights shall be considered arrears, and, as herein specified will render members liable to penalties under certain conditions. In case of claims for benefit, contributions accruing from members between ordinary branch meeting nights shall not be deemed arrears, but simply moneys owing, and, together with arrears, if any, shall be deducted from the first benefits they are entitled to.

Exempti'ns  
from  
contribu-  
tion *re* short  
time.

4. Free members in receipt of benefit shall be exempt from payment of contributions in proportion to the number of days they may be in receipt of same. Members systematically

earning wages for half the weekly hours of the district (through slackness of work or systematic short time), or members who may be suspended for six days and who do not get donation benefit, through the holidays of the district intervening, shall be exempt from contributions, provided he or they inform the secretary in less than two days from the close of each week in which exemption is claimed. Members giving up their situation to seek employment in British Colonies or other countries shall not be exempt from contributions, but members on travelling card going to or returning from employment to or from the British Colonies or other countries shall be exempt from payment of contributions during time of voyage. Any member having received the full amount of donation benefit entitled to, and whose benefit has terminated, shall be exempt from paying contributions and levies until he again obtains employment of any kind. But he must sign the vacant book, as directed by the branch to which he belongs.

*Re Holidays*

*Re Travelling.*

*Re Benefits terminated.*

5. All levies must be entered in the contribution cards as soon after such levies are made as practicable, but they shall not be charged until the end of the quarter during which they are imposed, and shall then be charged in proportion to the number of weeks members paying them have been paying contributions during the quarter. Non-free members during apprenticeship shall be free

*Levies, when charged.*

*Apprentices and levies.*

When  
levies  
count.

from all levies except superannuation reserve levy. Levies must be considered arrears of contribution, but shall not exclude a member or disentitle him to benefits until the close of the books on the following meeting night. But should any secretary or auditors neglect to add any levies to a member's arrears at the end of the quarter, such omissions shall not afterwards, by special audit or otherwise, disentitle him to benefit.

Members'  
contribu-  
tions  
who have  
obtained  
benefit im-  
properly.

6. Any member having improperly received any benefit, the amount of such shall, if not paid within 14 weeks from the date of receiving notice from the secretary of his branch, be placed to his arrears of contributions; but if the amount to be refunded exceed £3 10s. the branch may grant an extension of time to enable the member to repay the same. Any member having to refund money through coming too soon on either donation, sick, or superannuation benefit, shall only be called upon to refund the actual number of weeks' or days' benefit which he ought, according to rule, to have remained out of benefit, and shall pay contributions only for such period; the amount of such benefit shall not prejudice his claim to benefits he may have afterwards received; but any member being placed on benefit who through arrears of contributions is disentitled to the same, and has not reduced his arrears below 10s., shall refund the whole of the benefit received by him. This must be refunded



within 14 weeks after receiving notice to do the same, and shall not be considered arrears of contributions until the termination of that period ; but should the member who has moneys to refund declare on benefit at any time during the 14 weeks, he must clear off, from his own means, the full amount of what he was called upon to refund, before he is entitled to benefit.

Refunding  
of such  
benefit.

7. Every member shall be supplied annually with a card (for which he shall be charged 1d., payable the first quarter) on which shall be entered his contributions and arrears ; any member losing or defacing his card shall be supplied with another, for which he shall pay 1d. A member's card shall stand as a statement of his financial position, but the member shall be held responsible for its regular presentation. In any case where members' cards are not produced, the Society's books shall be held sufficient to decide in case of dispute. For the yearly report the members (except those on super-annuation and those on the lowest scale of sick benefit) shall be charged 6d. ; the same shall be placed against them as arrears of contributions at the end of the September quarter.

Contribu-  
tion card,  
payment  
for.

Yearly  
report, pay-  
ment for.

8. All members owing 15s. or upwards as arrears of contributions shall be notified by the secretary (by circular), such members to defray the cost of postage ; their names shall also be read and posted in the branch

Arrears.

Penalties  
and ex-  
clusion for  
arrears.

every meeting night by the president. This to be sufficient notice to all intents and purposes. Members shall not be again notified unless their arrears have been reduced below 10s. Members allowing their arrears to exceed 26s. after having had notice as above shall be excluded. Any member having been excluded for arrears may, if he give notice to the secretary of his intention to do so, appeal to the committee of his branch, within eight weeks after being apprised of the same, to ascertain if his exclusion is in accordance with rule, and any such ex-member, if under 35 years of age, may, with the consent of the E.C., be reinstated as per Rule XX., clause 4. All free members must reduce their arrears below 10s. on the last meeting night in June and December (in Australasia in March and September) or be fined 1s. for each neglect, sea-going and registered members and out-workers going abroad excepted.

Arrears.

## RULE XXVI.

### DONATION BENEFIT.

When  
entitled.

1. Should any member of ten years' standing be discharged or leave his employment under circumstances satisfactory to the branch to which he belongs, and not disentitled to benefit, in accordance with Rule XXV., or a non-free member (who has paid the whole of his entrance money) be withdrawn from his situation by a branch,

District Committee, or Executive Council, and continue out and sign the vacant book for three consecutive days, he shall be entitled to benefit at the rate of 10s. per week for 14 weeks, 7s. per week for 30 weeks, and a further sum of 6s. per week as long as he remains out of employment; but in no case shall he receive more than £19 18s. in any period of 52 weeks. Members who have not been in the Society ten years, but who have not less than five years' membership, shall be entitled to 10s. per week for 14 week, 7s. per week for 30 weeks, and 6s. per week for 34 weeks, when this benefit shall terminate, and in no case shall a member of less than ten years' membership receive more than 78 weeks' donation benefit in succession, except withdrawn by the Executive Council, District Committee, or branch. Members who have not been in the Society five years shall be entitled to 10s. per week for 14 weeks, 7s. for 14 weeks, and 6s. for 24 weeks, when this benefit shall terminate, and in no case shall a member of less than five years' membership receive more than 52 weeks' donation benefit in succession, except he be withdrawn by the Executive Council, District Committee, or branch.

To what  
entitled.

Length of  
member-  
ship.

2. Any member who has made 48 hours (overtime included) in any week between Friday and Friday shall not be entitled to donation benefit between those days, and any member claiming donation shall be

Hours  
worked  
per week.

compelled to state to the branch the number of hours he has worked (including overtime) in the week for which he claims donation, and, failing to give a correct statement, he shall be fined 5s. Any member commencing to work on a night shift shall be entitled to benefit for the day preceding the night on which he may start work, provided he has signed the vacant book, but shall not be entitled to receive for the day on the morning of which he may cease work. In the case of young free members being withdrawn from their situations through not receiving the rate of wages laid down by their branch or District Committee, they shall be entitled to donation benefit. If a member who has been working in a district other than that in which the branch of which he is a member is situated, and claims benefit, he must produce a note to his branch secretary from the secretary of the nearest branch to where he has been working, bearing out the statements of such member, before such benefit can be paid.

Young  
members  
withdrawn.

Claim of  
member  
working out

Amount  
entitled to.

3. The amount of benefit to which a member is entitled on claiming and sustaining claim to donation shall be determined as follows. If he has had no benefit during the twelve months before, he shall be entitled to full terms of benefit as laid down in Clause 1 of this rule, according to length of membership. If, during the twelve months prior, he has received full benefit of 10s. per week for

any period short of fourteen weeks, he shall be entitled only to a continuation of such benefit for a further period which will make up fourteen weeks. If, during the twelve months prior to claiming benefit, he has already had fourteen weeks' full benefit, he will not be entitled to any further full benefit, but to short benefit only. If, during the twelve months prior he has had fourteen weeks' full and part of short benefit, he shall be entitled to receive short benefit for a further period which will make up the number of weeks as laid down in Clause 1 to which according to length of membership he is entitled to such short benefit. Any member having received full term of 14 weeks' full donation benefit shall not again be entitled to full donation benefit until he has worked eight successive weeks at the trade, at the ordinary rate of wages of the shop or district in which he is employed.

4. Any free member not disentitled in <sup>Suspensions</sup> accordance with Rule 25, who has not worked during the week more than a number of hours (including overtime) equal to half the working hours of a full week, being suspended for not less than three days for stocktaking, breakdowns, or slackness of work, and having signed the vacant book in accordance with rule, or without signing it if having contagious sickness in his family, shall be entitled to Donation Benefit.

Annual  
holidays.

5. Members being suspended for holidays for a number of days in excess of ten in any one year shall be paid donation benefit for such days, providing they sign their own branch or district vacant book according to rule, if such district or branch vacant book be open to them. The ten days in question shall be apportioned by the District Committee, and the members may be paid for the days at any holiday period in excess of the number allotted by the Committee for such period. Immediately upon these rules coming into operation the District Committees shall clearly allocate the holidays over the year. Any suspended member having signed the vacant book for twelve consecutive days prior to a holiday to be treated as discharged, and paid for the same.

Disqualifi-  
cations.

6. Any member losing his employment through neglect of work, drunkenness, or disorderly conduct, shall not be entitled to donation until he has again been in employment at the trade eight consecutive weeks at the ordinary rate of wages of the shop or district he may be working in, and any member leaving one job to go to another under circumstances not satisfactory to his branch, and not keeping it for six successive weeks, shall not be entitled to donation until he again obtains employment and works four successive weeks at the trade.

Conditions  
of applica-  
tion.

7. To prevent, as far as possible, any member obtaining donation improperly, the

applicant must state to the secretary, in writing, the cause of his leaving his employment, within 24 hours, and attend the branch meeting next following to make his claim. Should he not claim within four weeks of leaving work, he shall be disentitled to donation benefit; this shall apply to non-free members also. If unable to attend through unavoidable circumstances, he shall make the claim in writing, unless at the time of his discharge he was on sick benefit, but must claim donation benefit immediately on his recovery. If any non-free full member who is on donation or contingent benefit obtains employment, but loses the same within four weeks under circumstances satisfactory to his branch, he shall be still entitled to the benefit he was previously in receipt of. If a member leaves his employment for the purpose of passing a Board of Trade examination for certificate, he shall be entitled to donation at the conclusion of such examination, providing he claims benefit within four weeks after leaving his employment, but he must pay contribution and levies while preparing for examination.

8. If any member from private objections refuses work when it is offered to him, or neglects to apply when informed of a vacancy, he shall forfeit his donation until he again obtains employment at his own trade and receives the ordinary rate of wages for four successive weeks, except he can show

Board of  
Trade  
examina-  
tion.

Forfeiture  
of donation.

sufficient reason to the branch committee, or a majority of the members present on the next branch meeting night. If he be found in any way imposing on the Society, he shall forfeit his donation and suffer such punishment as the branch or branch committee may consider his case deserves.

Giving  
preference  
to non-  
member.

Any member who is in receipt of benefit, and gives preference to a person not belonging to the Society, to ask for or accept a situation, shall be suspended from benefit for six months. If any member gets a situation, or uses his influence in getting one, for any person not belonging to the Society, without the consent of the secretary and president, he shall be fined not less than 20s.

Member  
wishing to  
travel.

9. Any member in receipt of donation wishing to travel, shall make application for a travelling card to the president or secretary, and such card shall then be filled up in strict accordance with the existing rules for that purpose. Branch committees, with approval of their branch, shall have power to compel members, under 50 years of age, on donation to use travelling cards, and any member so compelled failing to obtain employment in the district within four weeks, must proceed elsewhere in search of the same. The card shall contain the member's name, the amount he has received as benefit, and the department of trade to which he belongs, and must be sent to the General Office to be registered before being issued to

Compelling  
to travel.



the member. He shall call upon the secretary of one of the branches at least once in two days, or, failing to assign a satisfactory reason for neglecting this, shall be disentitled to benefit for that time. Failing to obtain a situation within three months he may deliver his travelling card or certificate to the nearest branch secretary and sign the vacant book. Any member who has been on travel six months arriving at any branch his case shall be investigated by the branch committee, and the result of committee's finding entered on the card. The secretary of the branch at which any member arrives when on travel shall direct him to the place he considers most likely to give employment.

Conditions  
of travel.

10. Any member with a travelling card stopping in a town where there is a branch more than one day must sign the vacant book, according to clause 2 of Rule XII., and give up his travelling card to the secretary during such stay. Any non-free full member who has paid the whole of his entrance money, and is not 10s. in arrears, shall be allowed 8d. for a bed when on travel and in a town where there is a branch, but, in towns where there are two or more branches, payment for a bed for six nights. Each non-free member shall produce a certificate showing the time it was granted, also the amount he may have received for beds at all branches he may have called at ; the secretary of each

Traveller  
signing.

Bed cards.

Certificates

branch must enter on such certificate the amount he has paid to the member in each case. Members disentitled to benefit, desiring to travel, shall have a special travelling card as proof of membership, with provision made for payment of contribution into any branch. To prevent imposition the date and amount of subscriptions received by members on travel shall be entered on their cards or certificates.

Intimating  
employ-  
ment.

Return of  
card.

11. When any member on travel obtains employment, he shall, within three days, deliver his travelling card or certificate to the secretary of the branch nearest to the place of such employment, and pay his contributions into that branch; if he neglects to deliver up his card or certificate within three days he shall be fined sixpence for each day exceeding that time. When the secretary receives the travelling card, he shall forward the same to the General Office, and in American-Canadian and Colonial branches to their respective Councils within seven days, but if within that period the member again falls out of employment, the secretary may, at his discretion, re-issue the travelling card again to the member. Should it be proved that a member in receipt of donation, or on travel, does not exert himself to obtain employment, he shall forfeit the benefit.

Powers of  
officers *re*  
travellers.

12. A discretionary power shall be vested in the officers of each branch to detain a

member on travel for a short time for investigation of his case by the branch committee, or if they see a prospect of obtaining employment for him, subject to the same conditions as a member in receipt of donation; but no member on travel shall remain in a town where a dispute is pending. Wherever a branch holds its meetings, it is the duty of the branch officers where practicable to see that there is sleeping accommodation at a reasonable cost for members on travel.

13. Any member leaving, or being discharged from his employment must notify his branch secretary within 24 hours in accordance with the following form :—

Traveller  
getting em-  
ployment.

*To the Secretary of the      Branch.*

The      day of      19

SIR,—This is to inform you that I (*left or* Notice.  
*was discharged from*) the employment of  
(*firm's name*) on the      day of  
on account (*state reason*).

(Signed)

Name \_\_\_\_\_

Address \_\_\_\_\_

No. of Card \_\_\_\_\_

Members must state whether they left or were discharged in the first space, and the reason for such in the space after "account."

## RULE XXVII.

## CONTINGENT BENEFIT.

Amount  
entitled to.

1. Should any member be thrown out of employment from any of the following causes, he shall be entitled to Contingent Benefit at the rate of 5s. per week, probationary members 2s. 6d. per week, upon production of evidence satisfactory to the Council; the application for the benefit to be made to the branch within eight weeks.

Wages or  
prices  
advance.

2. Any shop or district strike for an advance of wages, or for advance of piece prices or other improvement in the conditions of labour, entered into with the previous sanction of the Council, or members being compelled to cease work owing to disputes or causes over which we have no control, shall be entitled to contingent benefit.

Wage or  
price  
reduction.

3. Any strike or withdrawal of members against a reduction of wages, or against reduction of piece prices, entered into with the previous sanction of the District Committee.

Extension  
of hours.

4. Any strike entered into or discharge of a member or members in resistance of an extension of hours of labour, or encroachments upon existing conditions of overtime, or the rates paid for working away from the shop.

Piece or  
task-work.

5. Any strike against the introduction or retention of piece-work or task-work that is contrary to the regulations of the District Committee.

6. Any strike or lock-out caused by the introduction of the two-lathe or other machine system, encroachment on the trade, or the introduction of labourers to do the work of mechanics. Encroachments.

7. Any lock-out or discharge of members simply because they are members of, or refuse to leave, the Society. Membership upheld

8. Any general strike or committee withdrawal, approved by the Council, against the imposition of unjust or tyrannical rules or conditions of labour. Innovations.

9. Members discharged for acting as members of legitimate shop deputations authorised, or afterwards sanctioned, by the branch or District Committee. Deputations victimised.

10. Members, acting on instructions from District Committee, refusing to do work coming from shops where members are on strike, or refusing to work with non-society men. Other cases.

11. Members in any shop being compelled to take action in conjunction with other trades, and who stop work before it is possible to consult the District Committee or the Executive Council, shall, in the event of their action being afterwards approved by the Council, be entitled to contingent benefit. Action taken in connection with others.

12. No members will be entitled to contingent benefit who at any time fail to obtain When not entitled.

for themselves the ordinary wages or other conditions of working, as laid down by the District Committee, of the shop in which they may start or be working, except in cases where their position has been affected or changed by a general advance of wages movement, as per Clause 1 of this rule ; nor will any members be entitled for refusing conditions previously accepted by them, or which they have assisted to establish.

Member on benefit obtaining employment.

13. In case a member in receipt of contingent obtains employment, and does not work four successive weeks, or loses such employment again while the strike or lockout which occasioned his being on the benefit is in progress, he shall still be entitled to this benefit. Delegation on Society's business not to be considered as such employment.

Term of benefit.

14. No member shall receive contingent benefit for a longer period than 52 weeks.

Not otherwise dealt with.

15. The case of any member, which does not come under any of the clauses of this rule, being recommended by his branch, such case to be considered on its merits by the Executive Council ; and if a member be discharged for slackness, or other reasons satisfactory to his branch and the Council while a general strike or lockout is in progress, and not being able, owing to such strike or lockout, to find employment, he shall, on production of satisfactory evidence, be entitled to contingent benefit.

## RULE XXVIII.

## SICK BENEFIT.

1. Any full member not disentitled to benefit, in accordance with Rule XXV., when visited by mental disease, bodily sickness, or lameness (not occasioned by drunkenness, disorderly conduct, or any disease improperly contracted) must, within two days from the time of his indisposition, give notice to the secretary, in writing, according to the form placed at the end of this rule, and shall then be entitled to benefit as laid down in this rule; failing to do so, his claim shall only hold good from the day preceding the actual giving of notice. The secretary shall then order the stewards to visit the sick member, who shall, if he has been a member ten years, be entitled to 10s. per week for 26 weeks, and 5s. per week as long as he continues ill; making a total of £19 10s. in the first 52 weeks. If he has under ten and not less than five years' membership, he shall be entitled to 10s. per week for 26 weeks, and 5s. per week for 78 weeks, when this benefit shall terminate. If he has under five years' membership, he shall be entitled to 10s. per week for 20 weeks, and 5s. per week for 32 weeks, when this benefit shall terminate. The member, on his recovery, must send notice, in writing, to the secretary within two days, or be fined 1s. No member shall receive benefit for less than three days, and

When  
entitled.Giving  
notice.Amount  
entitled toNotice of  
recovery.

no member shall receive sick benefit for any day that he has worked part of.

Doubts  
arising of  
sickness.

2. If any doubt arises in the minds of the members of the branch to which a sick member belongs as to the state of his health, they shall appoint a physician or surgeon who, accompanied by two members of the branch, shall investigate his case, and give a certificate as to his state of health, the expense to be borne by the society. Should it be proved that such member has been imposing on the society, he shall pay all expenses consequent on such inquiry, and such penalty as the branch may deem necessary, even to exclusion. Should any member in receipt of sick benefit refuse to sign, or cause to be signed, the sick-steward's book, or refuse to receive the visit of a physician or surgeon, such member shall cease to be entitled to sick benefit until he conforms thereto. Any member knowing of a member imposing on this benefit and not reporting the same to the secretary or branch to which the sick member belongs shall be fined 5s.

Amount  
entitled to  
taking  
previous  
benefit in  
account.

3. The amount of benefit to which a member is entitled on making and sustaining his claim shall be determined as follows:—

If it be found that he had received no sick benefit during the twelve months before, and is otherwise entitled, he shall be entitled to the full amounts as laid down in clause 1, according to duration of membership.



If a member of ten years' standing, and it be found that he had received full benefit in the twelve months before for a period short of 26 weeks, he shall be entitled to a further period of full benefit which will make up 26 weeks. If it be found that such member had received 26 weeks in the twelve months before, he shall not be entitled to any further full benefit.

If a member of less than ten years' and more than five years' standing, and it be found that during the twelve months before he had received full benefit for a period short of 26 weeks, he shall be entitled only to such full benefit for a further period which will make up 26 weeks. If he had received 26 weeks' benefit in the previous twelve months, he will not be entitled to any more full benefit, but only to short benefit of 5s. per week for a period which, together with former period of receiving benefit, will make up 104 weeks in all, when benefit will terminate.

If a member of less than five years' standing, and it be found that he had received 20 weeks' benefit, he shall not be entitled to any further full benefit. If it be found that he had received full benefit for a period short of 20 weeks, he shall be entitled only to a further period which will make up 20 weeks. And, if the member of less than five years had received 20 weeks' full and a certain period of short benefit in the twelve months prior to claiming benefit, he shall be entitled to short

Amount  
entitled to,  
taking  
previous  
benefit in  
account.

benefit of 5s. per week for a further period which will make up 32 weeks of such short benefit, when his sick benefit shall terminate.

On sick benefit terminating, no member shall be again entitled to further benefit until he has worked eight weeks at the trade or occupation he was following prior to sickness, but shall be entitled to exemption of contributions during remainder of sickness.

Sickness  
while  
abroad.

Evidence.

4. Any member, not disentitled to benefit through arrears, being ill in any foreign place where there is no branch, shall, on producing satisfactory evidence of the same to his branch, be entitled to his sick benefit from the time he is so left until his recovery, but in all cases he shall send a surgeon's or consul's certificate once a month to entitle him to benefit, with the exception of the South African branches, which shall have discretionary power to grant sick benefit to members residing ten miles and upwards from any branch, and who are not in a position to claim owing to distance, accidents, and sudden attacks of illness, but upon recovery and giving proof of such sickness and length of time ill, such may be accepted as satisfactory evidence to entitle them to benefit.

Removal  
of sick  
member.

5. Should a sick member's case be such as to require a change of air the member shall cause to be sent to the secretary of his branch a note from his medical attendant stating that it is necessary he should be removed to the

country. If the notice be satisfactory to the secretary and sick stewards, he shall be at liberty to go, and they shall likewise have the power to grant him one fortnight's sick pay in advance if he require it. Should he remain more than a fortnight the secretary of the branch to which he belongs shall write to inform the secretary of the nearest branch to where he has removed, and, if practicable, he shall instruct the sick stewards to visit him and pay him his sick benefit. But in districts where there is no branch the member shall send a note to his own secretary with information as to the state of his health, and shall do so every fortnight he continues there; failing to do so he shall forfeit all benefits until such time as he conforms to rule. The note aforesaid must be signed by a surgeon, or two respectable householders, who must give their addresses. Any member being ordered to take a sea voyage for the benefit of his health shall be allowed to go on producing a certificate from a surgeon recommending such as being beneficial to the health of the member, and shall be entitled to benefit during such voyage. Secretaries may, if desired, send clearances for members on sick benefit.

Secre-  
taries'  
duties.

Sea voyage.

6. Any member shall be entitled to sick benefit, although he may have been discharged from his employment through misconduct and so not entitled to donation; providing that such ailment was not brought about by

Member  
discharged  
through  
misconduct.

misconduct, and that he produce medical evidence thereof satisfactory to his branch.

False  
declara-  
tion.

7. Any member making a false declaration of sickness shall refund all moneys received in such case, and shall forfeit all benefits, except funeral benefit, for 14 weeks. If detected a second time, he shall be expelled from the Society.

Times out  
of doors.

8. Any member receiving sick benefit shall not be allowed to be out of his residence earlier than 7 o'clock in the morning nor after 9 o'clock in the evening from the first day of April to the last day of September, nor before 8 o'clock in the morning nor after 7 o'clock in the evening from the last day in September to the first day of April, unless the branch decides that an extension of time would not be injurious to the member's case. Branches outside the United Kingdom to arrange these times suitably to their seasons. Any member acting contrary to the above shall not be paid for the days he so violates rule. If any member be proved to a branch or branch committee meeting to have been intoxicated while receiving sick benefit, or before sending in his declaring-off note, or detected doing any kind of work, he shall forfeit one week's sick allowance, or may be fined not more than £2. Should any member, by persisting in staying out after the proper time, or other misconduct, prolong his ailment or disease, he shall forfeit entirely his claim to benefit for any such ailment or

Member  
intoxicated.

disease until he is restored to health. Any member so misconducting himself shall not be again entitled to benefit until he has worked twelve consecutive weeks at the trade, and received the ordinary rate of wages paid in the shop or district he may be working in. Or misconducting himself.

9. If any member, through accident, be rendered unconscious or otherwise mentally deranged (the same not being caused by misconduct), and he is thereby unable to send or cause to be sent his declaration of sickness to his branch, or, if he be on travel, he shall, on the production of satisfactory evidence to the nearest branch or branch committee, be entitled to benefit from the time he met with the accident or was otherwise mentally afflicted. If any member entitled to benefit fall sick or lame on travel, by sending a declaration of sickness to the nearest branch, he shall be relieved in accordance with this rule. The stewards shall visit the member within 24 hours of the receipt of his notice, but, if his case be dangerous and they are aware of it, they shall visit him without delay. They shall, if the member require it, give notice to his relatives or friends, and, if necessary, he shall be removed to his friends at the Society's expense; but in no case shall more than £3 be allowed for that purpose. He shall then be relieved by the branch nearest to his residence. The stewards shall be paid all reasonable expenses for their attendance. Accident. Sick stewards.

FORM OF DECLARATION ON SICK BENEFIT.  
AMALGAMATED SOCIETY OF ENGINEERS.

*To the Secretary of the Branch.*

The day of , 19 .

Notice.

SIR,—This is to inform you that I became on the day of , 19 , incapable of working at my trade on account of and I therefore request sick benefit on and from that date, not having worked any portion of that day.

(Signed)

Name .....

Address .....

No. of Card .....

NOTE.—Any member claiming sick benefit must send a copy of this form to the branch secretary within two days from the time of his indisposition, or sick benefit will only be given for one day previous to that on which the form was sent. This intimation must be entered in the branch minute book, and read out to the subsequent branch meeting.

FORM OF DECLARATION OFF SICK BENEFIT.

AMALGAMATED SOCIETY OF ENGINEERS.

*To the Secretary of the Branch.*

The day of , 19 .

Registration of notice.

SIR,—This is to inform you that I became on the day of , 19 , again able

to work at my trade, and was, therefore, on and from that day disentitled to sick benefit.

(Signed)

Name .....

Address .....

No. of Card .....

NOTE.—Any member in receipt of sick benefit becoming capable of resuming work, and not sending a copy of this form to the secretary of his branch within two days of such time, will be fined 1s. for every day or part of a day's neglect to do so. This intimation must be entered in the branch minute book, and read out to the subsequent branch meeting.

## RULE XXIX.

### MEMBERS SENT FOR IN CASES OF EMERGENCY.

1. Any secretary on receiving notice from the General Secretary, vacant-book keeper, any of the branch secretaries, secretary of any recognised mutual aid, any registrar, or any member or employer, that men are wanted in a particular district, shall, immediately on receiving such notice, send any members in receipt of donation or contingent benefit, or non-free members whom he considers qualified, and are out of employment, direct to the district where such men are required; and the men so sent shall receive their fare by the most convenient route.

Men sent  
for.

Patternmakers, millwrights, and machine joiners shall, in addition to their railway fare, be remunerated for any legitimate expense that they may be put to in removing their tools to and from the railway stations. No member's railway fare shall be paid from one district to another, provided suitable men may be obtained from the Society's books in the district where such men are required. If they fail to obtain the situations, and desire to return to the place from which they were sent, or if they fail to retain situations for three months (unless discharged or leaving under circumstances satisfactory to their branch), their fare shall be paid back to the Society. The travelling expenses incurred shall not be counted as benefit, but must be repaid to the Society by the member, provided he receives the fare from the person by whom he is employed or was sent for. Any member entitled to benefit shall, if sent to a situation in accordance with the foregoing, be paid his travelling fare, although he may not have been out of employment for three days, in no case shall he receive more than £1 10s. Members on donation benefit who seek and obtain employment for themselves in a district other than that in which they are residing shall, on producing *bona-fide* proof of such to their branch secretary, be entitled to their railway fare to the place where such employment has been obtained providing there are no suitable men there signing the vacant-book.

Removal  
of tools.

Travelling  
expenses.



2. Any member under 50 years of age who is on donation benefit, refusing to remove to other places, shall be suspended from donation, when the branch or branch committee shall at once investigate the case, and decide upon his claim to donation, and what other penalty, if any, shall be imposed. In no case shall a member refuse to go to, or start at, a situation in which he will receive the usual conditions of the district he is sent to. Should any member receive notice of a situation in any district where there is no branch, and the same be approved of by the secretary and president (where it is practicable to consult them), such member shall receive the same benefit as those sent for in cases of emergency. Any secretary neglecting to attend to this rule shall be fined 5s. for each neglect, except a satisfactory reason be assigned to the branch.

Penalties  
for refusing  
to remove.

### RULE XXX.

#### ACCIDENT BENEFIT.

1. Any full member not in arrears more than 16s. or trade member not being more than 8s. in arrears, who, by losing a limb, or having one disabled by accident or otherwise, or through blindness, imperfect vision, apoplexy, epilepsy, or paralysis, may be rendered permanently unable to follow any of the departments of trade mentioned in Rule I., provided such was not the result of intemperance or other improper conduct, shall

Qualifica-  
tion.

To what  
entitled.

receive the sum of £100 on the production of medical or other testimony of such permanent disablement satisfactory to the Executive Council. Any member receiving this benefit must first sign, or cause to be signed, an agreement binding himself to refund the same should he afterwards resume work at the trade, and in such event, if necessary, proceedings shall be taken against him or his sureties to recover the amount received or any portion thereof. Any free full member being permanently disabled from working at the trade through any of the aforementioned causes, and not having been in the Society 25 years or attained the age of 55 at the time of such disablement, must accept this benefit in preference to any other.

Notice to be  
given.

2. Any member meeting with an accident, or being afflicted in such a manner as would entitle him to the benefit of this rule, shall give notice of the accident or affliction to the secretary (who shall cause the same to be entered in the minutes as soon as possible).

Entry of  
notice.

The Council in all cases, if they consider there is a probability of restoring him, shall have the power to place the member under whatever professional man they may think proper, the expenses to be defrayed from the accident fund. If declared incurable the money shall be paid to him within eight weeks of the decision of the Council entitling him to that benefit. Any member having received disablement benefit since 1885 shall

Position of  
member  
receiving  
benefit.

not qualify for any further benefit, with the exception of funeral, for which he shall pay 2d. per week. His relations shall not be entitled thereto if more than 18 weeks in arrears, and he shall be excluded when 5s. in arrears; but in all cases he shall give notice to the secretary, at the time when he receives the benefit, of his intention to remain a member under this provision. Those who received the benefit prior to 1885 must pay 6d. per week, and shall be entitled to sick pay if arrears are kept under 5s., and their relatives to funeral benefit if arrears are under 8s. at time of death. They shall be exempt from all levies except benevolent, and shall be excluded if owing 13s.

3. Any member claiming accident benefit shall produce or send to his branch such medical certificates and other evidence relating to his case as he is possessed of, and shall himself, unless incapacitated by his ailment, attend the meeting and answer all questions put to him. The branch shall then investigate his claim, and if satisfied as to its validity shall instruct the branch secretary to at once apply to the General Office for a form of application, which he shall fill in and return, together with all certificates furnished by the member. He shall also give all the requisite information on the case, and the Council shall, after receipt thereof, decide whether the claimant is or is not entitled to the benefit; and should the Council decide

Certificate.

Investigation.

he is not entitled, they shall clearly state their reason for such decision.

Recovery of  
member.

4. Should any free full member meeting with an accident, or being afflicted with any of the aforementioned diseases, be so far recovered that he considers himself fit to work at any department of trade mentioned in Rule I., and resume work, but through the effect of the said accident or affliction is compelled to leave his employment, and evidence be given satisfactory to the Council of his permanent unfitness for work, the member shall not be deprived of the benefit of this rule.

Non-free  
member.

5. Any member who, by reason of accident or affliction sustained before he is free, becomes permanently incapacitated from following his employment, shall have the whole of the moneys he may have paid into the Society returned to him, and shall then cease to be a member.

How fund  
raised.

6. The amount expended in paying claims under this rule shall be raised by levy upon all members not on any of the Society's benefits.

7. Any free member not disentitled to benefit in accordance with Clause 1 of this rule meeting with personal injuries in the course of his employment, or when going to his employment, or returning from his employment, or in search of employment, or engaged on the society's business, will be

entitled to legal aid to get damages for such injuries, and proceedings may be taken under any Act of Parliament which may be deemed best in the interests of the member. The member meeting with such personal injuries may have the cause of his accident inquired into by the officers of his branch, and if the said accident shall have occurred so as, in their opinion, to entitle him to compensation under any Act of Parliament, the officers of his branch shall, with the consent of the E.C., institute proceedings to obtain such compensation. Any member or members having any deduction made in their wages, or dismissed from their employment for reasons which may form good ground for legal assistance, may be assisted to recover what may be involved in the case. The member, in the event of legal action being successful, shall be required to refund to the society such expenses as may have been incurred on his behalf, but he shall not be required to pay the whole amount of such expenses if they exceed the amount received by him under an award.

Law  
proceedings

8. Any member, being a patternmaker, millwright, or machine joiner, losing tools by fire or water, or any seagoing member losing tools or effects, shall receive compensation for the loss sustained if satisfactorily proved to the branch committee and Executive Council; such compensation to be the amount required to purchase new tools or replace those destroyed; but in no case shall a greater sum than £10

Loss of  
tools.

be awarded. Millwrights, patternmakers, and machine joiners, when removing from one shop to another, shall be allowed the cost of the conveyance of their tools when the distance exceeds one mile, such expenditure to be submitted to the first meeting of his branch for approval or otherwise. No member shall be entitled to the benefits enumerated in this clause if more than 10s. in arrears, excepting seagoing members who may be 14s. in arrears. All compensation for losses embraced by this clause shall be paid from the fund raised for accident benefit.

Arrears.

## RULE XXXI.

### SUPERANNUATION.

Qualifica-  
tion.

1. Any member 55 years of age who has been 25 years successively in the Society, who is not out of benefit through arrears, and who through old age or infirmity is unable to obtain the ordinary rate of wages, or (in the case of members who have left the trade) who is unable to follow his usual occupation and applies for superannuation benefit, shall state his case to a summoned meeting of his branch. Should a member be confined in a lunatic asylum or otherwise incapacitated from claiming personally, his claim may be made by a wife or dependent relative. Should the meeting be satisfied with the validity of his claim, the branch secretary shall furnish all evidence to the Executive

Council, who shall have power to grant the sum of 7s. per week ; or, if 30 years a member, 8s. per week ; if 35 years, 9s. per week ; and, if 40 years or upwards, 10s. per week.

To what  
entitled.

2. Superannuation benefits shall be payable from the time when the member has established his claim thereto to the satisfaction of the Executive Council. If at any future time the evidence given should be found to have been false, he shall be suspended from benefit until his case is investigated and decided on by his branch and the Council. In all cases wherein the Council may decide that a member has not established his claim, they must furnish the branch to which he belongs with particulars of such decision and the reasons for the same. He shall be entitled to superannuation benefit irrespective of any income he may derive from private means, and no inquiry shall be made with reference to a member's private income.

When  
entitled.

Private  
means.

3. Any member whilst receiving the benefit of this rule shall not be allowed to work at any department of trade mentioned in Rule 1. Should he do so, he shall not receive superannuation benefit whilst so employed, and shall pay contributions and levies. Any such member whilst working at the trade being paid off or falling sick must notify the secretary as per Rules XXVI. and XXVIII.

Not allowed  
to work.

4. Any member having received superannuation benefit shall never be allowed to

Other  
benefits.



receive or qualify for other benefits except benevolent and funeral. But should any member 55 years of age and 25 years successively in the Society be permanently disabled from following his employment through any of the causes mentioned in this rule, he shall have the choice of accepting either superannuation or accident benefit. All members of societies amalgamating with this Society shall date their entrance from the time they joined their respective sectional societies, and members thereof not already free shall stand in the same position.

Parish  
relief.

5. If a member in receipt of any benefit under these rules obtain parish relief or become an inmate of any lunatic asylum, his branch may, with the approval of the Council, pay the whole or any portion of the benefit for any period that would have otherwise been payable to such member, to his wife, or any of his relatives who are legally entitled to receive the same.

#### SUPERANNUATION RESERVE FUND.

Special  
levy.

6. Each full number, except those whose benefits have terminated, and superannuated members shall pay one shilling levy per quarter for the purpose of raising a Superannuation Reserve Fund; and a further sum of sixpence per quarter may be imposed if at any time the Executive Council consider it necessary to augment the fund, but such augmentation shall be subject to vote of the

Council's  
powers.



members and shall not be imposed for more than twelve months without a further vote being taken.

7. All moneys raised by above levy, and interests accruing therefrom shall be invested apart from the general fund of the Society. They shall be invested in Municipal Corporation or County Council bonds, or on mortgage of freehold and leasehold property submitted by our members, or in building and acquiring clubrooms for the business of the Society in districts with over 500 members, the District Committee and members guaranteeing one-third of the cost. In all such cases the moneys must be invested in the names of the general trustees, who shall be subject to the regulations as provided for in Rule XXXIII. The rate of interest charged to members who borrow on the security of freehold or leasehold property shall continue at 5 per cent. for the first five years if the money is borrowed on a 20 years' scale, or until repayments corresponding to the same if the money is being repaid on a scale based on a less number of years. After that the rate of interest shall be 4 per cent. To what applied.

The numbers only of borrowers from the fund shall be published in quarterly and yearly reports.

8. No part of this fund, or interest accruing therefrom, shall be used for any purpose except re-investment until otherwise provided for by rule. A statement shall be furnished For how long so applied.

the members, through the quarterly and annual reports, of all accumulations and transactions in connection therewith.

## RULE XXXII.

### FUNERAL BENEFIT.

To how  
much  
entitled.

1. On the death of any free full member whose arrears at the time of death do not exceed 16s. (except registered members whose arrears shall not exceed 50s., or those provided for in Clause 3), £12 shall be paid to defray his funeral expenses. Notice shall be sent to the secretary, who, on the production of the registrar's or surgeon's certificate of death, shall give his order on the treasurer within 24 hours. After such order has been received, he shall pay or cause to be paid to the widow, nominee, or nearest of kin lawfully appointed to receive the same, the sum of £12 (less any arrears or other money owing), on receiving a stamped receipt for the same. The widow or nominee of any other member shall, on death of such member, be entitled in like manner to the sum as specified by rule.

Who  
entitled.

Declaration  
book.

2. Each branch shall be provided with a declaration book, in which any member can enter as his nominee (such nominee not being an officer of the Society), the name of the person to whom, at his death, the funeral benefit shall be paid in accordance with Section 10 of the Trade Union Act Amendment Act, 1876. The particulars of such

declaration or registration shall be inserted in the clearances of members removing from one branch to another. Any member shall be at liberty to change the name of his nominee.

3. Any free member, if not more than 16s. Wife's death. in arrears (or registered member whose arrears do not exceed 50s.), shall, on the decease of his lawful wife, by applying at the time specified, receive the sum of £5; £7 to remain for his own funeral expenses. But any member having received funeral allowance previous or subsequent to the amalgamation of the various societies, shall not be entitled to receive for any succeeding wife, except in the case of those members who have only received £3 or £4 for a first wife, who may, if the second wife die, receive as much as will make up £5, leaving £7 for his own funeral. No member shall have more than £12 as funeral benefit both for himself and wife. In every case in which the declaration book has not been filled in and signed by a member, a certificate of marriage or other proof of next of kinship must be produced before this benefit is paid.

4. Should any member, being entitled to the funeral benefit, die when on travel in search of work, and his friends be unable to remove him to his proper home, the officers of his branch, or the nearest branch to where he died, shall cause him to be decently interred; the expenses of his funeral shall not Dying when on travel.

exceed £7, and should his widow, nominee, or next-of-kin apply for the surplus, it shall be paid. In the case of any member dying, and there being difficulty in determining who is to receive the funeral money, the branch shall pay the expenses of funeral, which shall not exceed £7 ; the residue to be paid to the legal claimant.

### RULE XXXIII.

#### INVESTMENT OF FUNDS AND TRUSTEES' DUTIES.

General  
directions.

1. All money subscribed or paid and all property acquired or owned for the objects mentioned in these rules belonging to the Society, or any part thereof, shall be vested as follows : All land, machinery, and premises acquired for the general purposes of the Society, and all money directly under the control of any of its general governing bodies, or any general officer, shall be vested in the general trustees of the Society and of such bodies for the time being in joint ownership. All money under the control of any branch or branch officer, and all land acquired for the purposes of any branch, shall be vested in the trustees of such branch for the time being in joint ownership.

Branch  
banking.

2. Each branch must deposit its money in the Post Office Savings Bank or other responsible public bank. All moneys of each branch shall be deposited in the name of the Society, and in the names of five trustees, the signatures of three, at least, being requisite to the withdrawal of the same, or any part

thereof. At the close of each meeting, if there be £20 or upwards in any branch, it shall be banked by two trustees previous to the next meeting night. Branch trustees shall not be allowed to hold any keys of the Society's boxes. If a trustee should be elected as a key-holding officer, the branch shall appoint some other member to hold his key of the drawer, wherein shall be deposited all cheques, banking books, and other securities.

Banking of  
branch  
moneys.

3. A bond may be drawn up, where such is practicable, between the trustees, officers, and members of each branch, whereby the trustees shall not dispose of any of the Society's money that may be deposited in their names contrary to the true meaning and intent of the Society. They shall, at any time when required by the decision of a meeting of their branch convened for that purpose, transfer all bonds and deliver up all moneys, cheques properly signed, books, and other property of the Society to the person or persons appointed as their successors, and authorised to receive the same. Acting trustees shall each be paid the sum of 1s. when engaged banking or withdrawing money, except it is absolutely necessary to lose time, in which case they shall be paid at the same rate of wages they are then in receipt of, in addition. Acting trustees out of employment or on superannuation shall be paid the sum of 1s., in addition to any benefit they may be in receipt of. No treasurer, secretary, or

Bond to be  
drawn up.

Transfer of  
papers.

Payment of  
acting  
trustees.

money steward of a branch shall act as a trustee, and no member shall be appointed trustee who has been less than four years in the Society, except in new branches. Two trustees shall deposit all money, and three withdraw, and these members only shall be paid for such transactions.

Council's  
powers *re*  
investment.

*Re* Trustees.

Central  
account.

4. The Council shall, subject to rights reserved to American-Canadian and Australasian Councils, invest the funds of the Society to the extent of not more than £1 per member on the security of Municipal Corporation bonds, or in the building or purchasing of offices or premises for our own use, the investments to be made in the names of and carried out by the general trustees. Such trustees shall give a bond, duly and legally signed and attested, for all money invested in their names, and shall hand over to the Council all documents, books, and accounts held by them in regard to such investment, to be kept in the Society's safe. The Council shall in return give due acknowledgment of the receipt and safe deposit of the same. The Council shall also open a central banking account at the Post Office Savings Bank or other responsible public bank (but not with any private firms or tradesmen), in which shall be deposited the money of the Society which may from time to time be under their control. Such account shall be kept in the names of five trustees, who shall act as general trustees for

all property not vested in the branch trustees. The general trustees shall be drawn from the London branches. They shall be elected by, and remain in office during the pleasure of, the members. The Council shall have power to instruct them to draw from the bank all or any portion of the money standing to their account, or to transfer the account to any other such bank as aforesaid.

Transfer of  
moneys.

5. Should any bank or corporate body where any part of the Society's funds is invested be suspected of insecurity, the Council, branch, or branch committee shall have power to order the trustees to withdraw the same forthwith.

Insecurity  
of bank.

## RULE XXXIV.

### EQUALISATION.

1. There shall be an equalisation of the funds of the Society whenever the Executive Council may deem it necessary, in proportion to the number of members in each branch. The Council shall authorise the debtor branches to pay the creditor branches the equalisation money due to them in such manner, form, and place as they may think best, and with the greatest security. They shall also have full power to cause one branch to remit to another branch, from time to time, whatever sums of money they may deem necessary to meet the expenditure of such branch. Branches shall in no case remit local bank notes for money so sent,

Council's  
powers.



and in no case shall one branch be ordered to remit to another less than £20.

How  
remitted.

2. Creditor branches banking their money in the Post Office Savings Bank shall, when equalisation takes place, forward their bank book to the trustees of the debtor branch, who shall cause the required amount to be transferred from their own to the creditor's bank book. The secretary of each branch which is to receive equalisation money must forward to the secretary of any branch ordered by the Council to pay money to it, the names and addresses of three trustees to whom the money may be made payable.

Australa-  
sian  
branches.

All money to be remitted to or from Australasia shall be remitted through the Executive and Australasian Councils. Every trustee receiving money or correspondence under this rule shall inform the secretary of his branch within three days after receiving the same, or be fined 2s. 6d. Any secretary neglecting to write, and any officer neglecting to remit or receive money, according to the orders of the Executive Council, shall be fined £1.

Penalties.

## RULE XXXV.

### MEMBERS GOING ABROAD.

Notifica-  
tion.

1. Any member going abroad shall inform the secretary of the branch to which he belongs, who shall then give the member a certificate, and shall transmit in his next quarterly report to the General Secretary a statement of the position in which the member



stands in the Society. Any member going abroad, or any sea-going member, may register and still pay his contributions if he thinks fit ; and, if entitled to benefit at the time of leaving, shall be entitled to benefit on joining one of the branches in such country as he may go to. Benefit.

2. Should any registered member go to a country where a branch of the Society does not exist, he shall not, upon return, have any claim upon the Society's funds if more than 26 weeks in arrear, until he produce a certificate of health from such surgeon as the branch may appoint, the expenses of the same to be defrayed by the member. He shall then reduce his arrears in conformity with Clause. 2, Rule XXV., and be four weeks after such arrears are paid before he is entitled to benefits. Should such member pay, or cause to be paid, his contributions during his absence, in accordance with said rule, he shall be entitled to the benefit of the rules provided for funeral and accident ; and, should he return, he will be immediately entitled to all the benefits of the Society. Going to where no branch exists.

Contributions during absence.

Position on return.

3. Any member returning from abroad shall make application to the secretary of the nearest branch, who shall write to the General Secretary to ascertain his position in the Society previous to leaving the country. He shall then be allowed 14 weeks to pay his arrears of contributions, and he shall be four weeks after such are paid before being

entitled to benefit. Any member allowing his arrears to exceed two years' contributions, exclusive of levies, shall be excluded. His arrears shall, however, be posted in the club-room three months previous to such exclusion. This to be deemed a sufficient notice.

Exclusion.

Seagoing members.

4. Any seafaring free member being shipwrecked, or meeting with an accident or illness while following his employment, if he be not more than 14s. in arrears, shall be entitled to sick benefit. If not sick, and not in receipt of wages, he shall be entitled to donation benefit from the time of such shipwreck or accident.

## RULE XXXVI.

### MEMBERS' CLEARANCES.

Particulars.

1. Any member working in a district where there is a branch 20 miles nearer than that to which he belongs shall inform the secretary. The secretary shall then write to the branch he came from for his clearance, which shall specify when he entered, his age on entrance, if a free member or not, married or single, the department of trade which he entered as following, how much he is indebted, and what he is entitled to, and benevolent grants received. If he be not entitled to benefit his clearance shall state the reason. No member shall be compelled to remove his clearance from one branch to another if working within 20 miles from the branch to which he belongs. No member shall be allowed to remove his

20 miles' limit.

clearance from one branch to another to evade a charge made against him being investigated, nor shall he be allowed to place his clearance in a branch which numbers more than 300 members if there is a branch in the district having less than that number, and no member shall be allowed to remove his clearance from one branch to another for the purpose of receiving benefit sooner than he otherwise would have done had he remained in his own branch. All clearances shall be sent through the post from one branch to another. Any member not reporting himself within 48 hours shall be fined 2s. 6d., and any secretary neglecting to attend to this within seven days shall be fined 2s. 6d.

Clearance  
by post.

Penalties.

## RULE XXXVII.

### APPEALS.

- |  |                                 |
|--|---------------------------------|
| 1st Court of Appeal ...                        | To the branch committee.        |
| 2nd                   ,,                   ... | Summoned meeting of the branch. |
| 3rd                   ,,                   ... | Executive Council.              |
| 4th & Final ,,                                 | Final Appeal Court.             |

1. Any member of this Society, or persons claiming on behalf of a member, finding himself or themselves aggrieved, or having any complaint against the officers or members, or who may be excluded for arrears or benefits improperly received, must first appeal to the committee of his branch for redress within eight weeks from the date of such dispute, or

First court.

Time of  
second  
court  
appeal  
notice.

Time of  
third  
appeal  
notice.

Duties of  
officers.

Time of  
Final  
Appeal  
notice.

from the date of his exclusion. All such appeals must be made in writing. If not satisfied, he or they must then appeal within four weeks to a summoned meeting of the branch, provided the appellant had at least seven days' notice of such meeting, and, if he or they do not receive satisfaction, the appeal must then be made to the Executive Council, if notice in writing be given to the branch secretary, and such appeal be made within 14 weeks from the date of the decision of the branch. No appeal shall be ruled out of date through the neglect of any secretary, nor shall be dealt with by any tribunal in the Society unless such appeal has been submitted to the members, branch committee, or Council concerned therein, with a view to their answering the same. All documents concerning the said appeal must be read to the meeting by the president, and the secretary shall then attach the seal before sending them to the Council. The branch secretary shall furnish no other evidence than that heard before the branch, and shall submit the same to the branch before sending it to the Council. And in all cases of appeal the reasons upon which decisions of Council are founded shall be given to the appellant in detail, such decision to be final, unless reversed by the Final Appeal Court meeting.

2. Any branch or member feeling aggrieved with the decision of the Council, after the reasons for such decision have been given

to the branch or member, may appeal to the Final Appeal Court meeting. All such appeals must be made in writing and lodged at the General Office four weeks before the Final Appeal Court meeting assemblies.

3. All charges made by one member against another must be made in writing, and if any charge on investigation turns out to be made through malice and without foundation, the member preferring such charge shall be liable to exclusion or such other punishment as the case deserves. Should it be proved that any member has given false evidence or withholden information that would have facilitated the ends of justice, he shall be liable to exclusion or such other punishment as the case deserves. In the event of the member making the charge, or the one against whom the charge is made, not being able to attend through sickness, or other unavoidable circumstances (the same to be satisfactorily proved to the branch committee, or, if not so, the member to be fined the expenses of the meeting), the investigation shall be postponed until another occasion. All charges against members shall be investigated by the branch to which the member charged belongs. Any branch dissatisfied with the conduct of the member of another branch may appeal to the Council for redress, and in all cases where members are summoned to give evidence, this clause shall be read over to them before their evidence is taken.

Charges in writing.

Expenses of inquiry.

Evidence and reading of clause.

## RULE XXXVIII.

## NEW BRANCHES.

Initiation  
of.

1. Any number of persons, not less than twelve, who are following any of the trades mentioned in Rule I., and who are desirous of forming a branch of the Society, may apply to the nearest branch, or to the Council, and state their age, how long they have worked at the trade, and other particulars. Any branch applied to as above shall send to the Council the number of men working at the above-named trades, and all other necessary information. Should the Council decide that a branch shall be opened at any specified place, they shall adopt such measures as they may think necessary in accordance with Rule XIV., clause 9, to carry the same into effect. Persons entering a new branch shall be subject to the same rules and regulations as persons entering other branches. The Council shall decide upon the propriety of continuing branches with not more than ten members, or in large towns where branches are in close proximity, and do not contain upwards of 100 members, the Council shall have power to form two of such branches into one, or three into two, as they may decide.

Council's  
powers.Re con-  
tinuance of  
branches.

2. Branches which have not been in existence four years shall be considered new branches.

## RULE XXXIX.

## PIECE-WORK.

Penalties  
for asking  
for.

1. Any member asking for or taking work by contract or piece-work contrary to

conditions here following, in any firm or factory where piece or contract work does not at present exist, and the same being proved to the satisfaction of the District Committee, shall for the first offence be fined 20s., for the second 40s., and for the third be expelled from the Society. Piece-work, however, may be worked subject to conditions here following, and providing that the minimum rate of wages of the district be fully guaranteed by the firm introducing it.

2. All members engaged on piece-work shall, as far as possible, make it imperative that they be paid through the pay office, and not by a piece master. Where this is not possible they shall, upon the request of their branch or the District Committee, produce their pay sheet. District Committees shall see that members have a proper rated wage guaranteed, apart altogether from piece prices, and in cases where members are working piece-work, the District Committee shall draw up rules by which it shall be governed, so as to protect our members against the action of employers who seek to interfere with the minimum wages of the district.

Paid  
through  
pay office.

Powers and  
duties of  
committee.

3. Any member taking work by the piece or contract, and not sharing equally in proportion to his wages any surplus made over and above the weekly wages paid to members and other persons working on such job, shall be summoned before his branch or branch committee, and if he does not comply with

Penalties  
for not  
sharing.



the above regulation he shall be fined in the first instance 20s., second 40s., and in the third instance be excluded, subject to the approval of the Council.

Penalties  
for  
intriguing.

4. Any member found to be using his influence to discharge, or cause to be discharged or suspended, men working on any piece or contract job, who are in receipt of the ordinary rates or wages of the district, and substituting boy labour or cheaper labour in their place for the purpose of making surpluses over and above the rate of the day wages of the district, shall be for the first offence fined 40s., for the second 60s., and for the third excluded; such penalties with the reason thereof, to be posted in a conspicuous place in all the clubrooms of the district; the District Committee secretary to furnish each branch secretary with the necessary information.

Penalties  
for working  
under piece  
master  
contrary to  
rule.

5. Any member working for or under any piece-master, and not receiving an equal share of any surplus in proportion that may be made over and above his weekly wages, shall be summoned before this branch, branch committee, or District Committee; and, on his refusing to leave such employment he shall be fined for the first offence 20s., for the second offence 40s., and for the third offence excluded, subject to the approval of the Council.

## RULE XL.

### CONDUCT, OFFENCES, PENALTIES.

Enumera-  
tion of  
offences.

1. If any member be satisfactorily proved to have stolen the funds or property of the



Society ; to have been convicted by a court of justice ; to have, with intent to deceive, tampered with, falsified, or otherwise wilfully misused any books or other documents belonging to the Society ; to have, contrary to these rules, obtained possession of, or refused to give up when in his possession, any books, keys, papers, or other documents or effects belonging to the Society or any part thereof, to have refused to sign or execute any cheque, transfer, deed, or other document to which his signature or execution was required by these rules ; to have refused to obey these rules, or to comply with any order by them authorised, he shall be fined such sum (not exceeding £5) or suspended from benefit for so long as the committee or branch meeting who have tried him may think proper, or shall be excluded from the Society, and forfeit all money paid by him thereto. Penalties for.

2. Any member causing a quarrel, swearing, or using abusive language in any of the Society's meetings shall be fined 2s. 6d. Any member not obeying the president when called to order three times shall be fined 1s., the total fines not to exceed 5s., and should he continue disorderly, he shall be expelled from the room for that evening, by force if necessary. Any member introducing topics not consonant with the Society's business shall be fined 1s. Whenever any motion has been decided upon, no one shall Misconduct at meetings.  
Penalties for.

be allowed to speak upon the subject any longer. Any member refusing to pay the fine, or any member conniving at or endeavouring to vindicate the conduct of a member having so offended, shall be fined 2s. 6d. If the member's conduct be of a very aggravated nature, the branch may impose a fine of not more than 20s.

Misconduct  
arising from  
branch  
meetings.

Penalties  
for.

3. If any member censure another out of the Society's rooms, for giving his opinion at any of its meetings, he shall be fined 1s. for each offence. Any member upbraiding another for receiving any of the benefits shall be fined 2s. 6d. for each offence. Any member divulging anything relating to the Society's business, except to a member, shall be fined 5s. Should any member strike another he shall be fined 5s. for each offence. Or if any member upbraid another for leaving a situation and returning to it again (if he has done so to the satisfaction of his branch), he shall for each offence be fined 1s.

Misconduct  
while on  
benefit.

Penalties.

4. Any member being charged with disorderly conduct while on donation, sick, or superannuation benefit shall be summoned before the branch or branch committee, and, if the charge be proved, be liable to such penalties as the nature of the case demands. Any member finding fault with a member's conduct while on donation, sick, or superannuation benefit, and not reporting him to the president or secretary of the branch to which he belongs, shall be fined 5s.

5. Any member being convicted by a Court of Justice shall be liable to exclusion or such suspension as the branch to which he belongs may deem fit. Should it be proved to the Council at any time that such member was wrongfully convicted he shall be reinstated, but shall pay the whole of his arrears, for which the branch shall grant him a reasonable time.

Conviction  
in court of  
justice.

6. All fines by this rule or elsewhere by these rules imposed shall be inflicted, if relating to branch matters, by the branch secretary, and failing him by the branch president. If the branch secretary or president fail to impose any fine when due, they shall each be liable to a fine of 1s.

Penalties—  
by whom  
imposed.

7. All fines by this rule or elsewhere by these rules imposed shall be paid within 14 weeks from the imposition of such fine, or if not then paid shall be treated as arrears of contributions.

When fines  
paid.

8. The general trustees shall, under the direction of the Council, prosecute, or, if more convenient, direct any branch or district officer or officers to prosecute, any member or other person suspected by them of any offence, legally punishable with reference to the affairs of the Society; and they may themselves institute, or, if more convenient, may direct any branch or district officer or officers to institute, civil proceedings against any member or other persons refusing to give up possession of any of the Society's property

Prosecu-  
tions at law.

or any branch property; or doing or neglecting to do any act so as to render himself or themselves liable to civil proceedings in reference to the Society's affairs, or the affairs of any branch thereof.

Calling on  
secretary  
improperly.

9. No member shall call on or write to the secretary of any branch or District Committee at the works where he is employed, under a penalty of 2s. 6d. for each offence.

#### MEMBERS DEFRAUDING EACH OTHER.

Neglecting  
to pay  
trust  
money.

10. Any member receiving money to pay for another member, or for a person proposed or desiring to be proposed to become a member, and neglecting to do so on the first meeting night, shall be fined 2s. 6d. for such neglect. He shall also be responsible for the money paid to him, and the fines incurred, if any. All such cases shall be brought before the branch or branch committee for their decision. No member so entrusting his contribution money shall have any claim upon the Society if thrown out of benefit through the person entrusted with the said contribution money failing to pay the same, but under such circumstances no member shall be excluded.

Penalties  
for.

Penalties  
for.

11. Should any member refuse to pay money entrusted to him as above, together with the fine as before-mentioned, he shall be deprived of all benefit till the same be paid into the Society.

Penalties  
for.

12. Any member entrusted with money from the funds, and misapplying the same,

shall be deprived of all benefit until he has refunded the amount, and shall pay a fine of 20 per cent. on the sum so misapplied ; such moneys to be paid to the money steward on a regular meeting night.

13. Members feloniously taking the funds shall be expelled from the Society and prosecuted according to law. Committing felony.

## RULE XLI.

### DISSOLUTION.

The Society may be dissolved by consent of nine-tenths of its members voting in meeting duly summoned for the purpose ; or whenever the number of members is reduced to 50 by deaths and by exclusions in conformity with rule, a majority of the remaining members may, in meeting assembled at the registered office of the Society, finally dissolve the Society ; and after discharging all debts and liabilities legally incurred in the Society's name they may divide the funds, if any, among the whole of the members in equal portions. How society may be dissolved. Division of moneys.

## RULE XLII.

### REGULATIONS FOR CONDUCTING BRANCH MEETINGS.

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*Order in which the business of each branch is to be conducted.*

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1. The meeting must be opened at the time agreed upon by the branch, when

the president or secretary shall call over the names of those officers who are required to be in attendance, and shall see that all fines are duly enforced for neglect or non-attendance, and by the former officer, the names of those members whose arrears exceed 15s.

2. The president shall inquire if any member has any person to propose ; if so, a proposition form, which will be supplied by the secretary for that purpose, must be filled up, and handed to the president. No proposition shall be received after the first hour if there is other business to be transacted.

3. The president shall during that hour require the vice-president or assistant secretary, in branches having one, to read over the minutes of the previous meeting (if any) for the previous fortnight ; likewise a detailed account of the branch's income and expenditure for the same time ; all bills of extra expenses, apart from benefits, also to be read over and passed by the meeting before paid ; and, if necessary, the banking book or cheques shall be produced.

4. The president shall read aloud to the meeting the names of those proposed, their age, profession, etc., after which they shall be called into the room, asked the necessary questions, be provided with a copy of the rules, and then retire.

5. The president shall then call over the names of those proposed on the previous

meeting night. He shall require the proposer and seconder to state what they know of the candidate, and shall obtain for everyone an impartial hearing. He shall take the sense of the meeting (by ballot, if required by a majority of the members present), as to their fitness for admission. When all the candidates have been examined, he shall call over the names of those to be admitted, who shall be brought into the room, and placed before him. He shall ask them the necessary questions. If they answer in the affirmative, they shall be formally admitted. The president shall then read over to them the initiatory address.

6. Sea-going engineers may be proposed, and admitted on the same night, in cases where the candidate must sail before the next branch meeting night, provided the branch where he is proposed is satisfied as to his eligibility.

7. Claims for benefit, including donation, contingent, superannuation, benevolent, accident, and sick (if necessary) shall next be entertained, after which all correspondence in connection with the branch shall be read, and any other business appertaining to the branch shall be entertained until the time of closing the meeting.

A. B. SWALES.

JNO. W. REID.

W. H. CHAPMAN.

HENRY E. HISEE.

THOMAS KNOX.

ARTHUR C. HILL.

LESLIE DAVIE.

FORM G. REG. 10.

TRADE UNION ACTS, 1871 & 1876.

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*Certificate of Registry of complete Alteration of  
Rules.*

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AMALGAMATED SOCIETY OF ENGINEERS, A TRADE  
UNION. REGISTER No. 424 T.U.

It is hereby certified that the set of Rules, copy whereof is appended hereto, has been registered under the above-mentioned Acts, in substitution for the set of Rules already registered for the above-mentioned Trade Union, this 15th day of August, 1907.

J.D.S.S.

Copy kept.—J.D.S.S.





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